

BOARD OF SUPERVISORS

Brown County



305 E. WALNUT STREET
P. O. BOX 23600
GREEN BAY, WISCONSIN 54305-3600
PHONE (920) 448-4015 FAX (920) 448-6221

EDUCATION & RECREATION COMMITTEE

John Van Dyck, Chair
Staush Gruszynski, Vice Chair
Corrie Campbell, Kathy Lefebvre, Paul Ballard

EDUCATION & RECREATION COMMITTEE

Thursday, November 17, 2016

5:30 p.m.

Neville Public Museum

210 Museum Place, Green Bay

**NOTICE IS HEREBY GIVEN THAT THE COMMITTEE MAY TAKE ACTION
ON ANY ITEMS LISTED ON THE AGENDA**

PLEASE NOTE DATE & LOCATION

- I. Call Meeting to Order.
- II. Approve/Modify Agenda.
- III. Approve/Modify Minutes of October 18, 2016.

Comments from the Public

1. Review Minutes of:
 - a. Library Board (September 15, 2016).
 - b. Neville Public Museum Governing Board (October 10, 2016).

Communications

2. Communication from Supervisor Linssen re: To provide for ice and snow removal on the paved portion of the Fox River Trail. *Referred from November County Board.*

Golf Course

3. Budget Status Financial Report for September 2016 (Unaudited).
4. Superintendent's Report.

Park Management

5. Budget Status Financial Report for September 2016 (Unaudited).
6. Resolution to Consent to a Trail Access Permit between the Wisconsin Department of Natural Resources and LLP Agricultural Partners, LLC for Agricultural Crossing Purposes.
7. Discussion and Approval re: Agreement with Bay Nordic Ski Club for Reforestation Camp trail improvement (draft agreement attached).
8. Discussion with possible action re: Koch Property Donation.
9. October 2016 park attendance and field staff reports.
10. Assistant Director's Report.

NEW Zoo

11. Budget Status Financial Report for September 2016 (Unaudited).
12. Zoo Director's Report and Zoo Monthly Activity Reports.

Library

13. Budget Status Financial Report for September 30, 2016 (Unaudited).
14. Library Employee Banked Sick Leave.
15. Library Report.

Museum

16. Museum Budget Status Financial Report for September 2016 (Unaudited).
17. Museum Director's Report.
18. Neville Public Museum Snapchat Summary.

Resch Centre/Arena/Shopko Hall – No agenda items.**Other**

19. Audit of bills.
20. Such other matters as authorized by law.
21. Adjourn.

John Van Dyck, Chair

Notice is hereby given that action by Committee may be taken on any of the items which are described or listed in this agenda.

Please take notice that it is possible additional members of the Board of Supervisors may attend this meeting, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda.

**PROCEEDINGS OF THE BROWN COUNTY
EDUCATION AND RECREATION COMMITTEE**

Pursuant to Section 19.84 Wis. Stats., a regular and budget meeting of the **Brown County Education and Recreation Committee** was held on Tuesday, October 18, 2016 in Room 200, Northern Building, 305 E. Walnut Street, Green Bay, Wisconsin.

Present: Chair Van Dyck, Supervisor Campbell, Supervisor Gruszynski, Supervisor Lefebvre, Supervisor Ballard
Also Present: Museum Director Beth Lemke, Museum Director of Development & Marketing Kasha Huntowski, Golf Course Superintendent Scott Anthes, Library Director Brian Simons, Library Automation & Financial Services Manager Lori Denault, NEW Zoo Director Neil Anderson, Assistant Park Director Matt Kriese, Park Managers Marv Hanson and Rick Ledvina, Director of Administration Chad Weininger, Supervisor Brusky, Internal Auditor Dan Process, Finance Director David Ehlinger, Senior Accountant Sandy Parmer, Human Resources Benefits Manager Tom Smith, County Executive Troy Streckenbach and other interested parties.

I. Call to Order.

The meeting was called to order by Chair Van Dyck at 4:07 pm.

II. Approve/Modify Agenda.

Motion made by Supervisor Campbell, seconded by Supervisor Lefebvre to modify the agenda to take the budget and non-budget items at the same time. Vote taken. **MOTION CARRIED UNANIMOUSLY**

III. Approve/Modify Minutes of September 29, 2016.

Motion made by Supervisor Gruszynski, seconded by Supervisor Campbell to approve. Vote taken. **MOTION CARRIED UNANIMOUSLY**

****BUDGET REVIEW****

Comments from the Public. None.

REVIEW OF 2017 DEPARTMENT BUDGET

1. Museum: Review of 2017 department budget.

The Museum proposed budget is set forth on Pages 171-175 of the budget book.

Museum Director Beth Lemke informed that tied to the budget initiatives is the Brown County exhibition that they are already working with departments on. This will continue to have an impact, not only with the physical exhibit, but it takes a lot of time and effort working with the departments and the community support and there will be other things that come out of that from the community as a whole as outlined in the budget book for the County Executive's initiative.

Lemke continued that the visitor experience plan is still going forward and the final report will be available by the end of December and will tell how the Museum needs to go forward in what they are doing. The temporary grid in the handout shows the secured pieces for which contracts have been executed. Depending on what the triad plan comes out to be and how it fits into capital improvements and foundation support, they can look at how to finish 2019 and go forward in 2020. The Foundation's budget is also set forth on the handout and matches what is in this year's budget for Foundation support directly correlated to the exhibitions coming by rentals, partners, or starting from scratch. Lemke noted this is not actual cash

///

that the Foundation turns over to the Museum; it is a direct bill process. The goal of the Museum is to come in under budget.

Lemke also talked about the promotions plan shown in the handout. There has been a lot of talk about promotions within the Museum and different numbers and amounts and the more they do things and the more partners they get and the more trade agreements they can enter into, the more the Museum is out there. There is a pretty substantial promotions and marketing budget for 2017 which is shown. The last two pages of the handout outline this by brand as well as by the different forms of promotion they are doing for the exhibits. The Museum was able to keep a promotions budget intact this year due to cost savings they will see in 2017 from the conversion from Argus to Passperfect. Lemke is happy to say they have met with WFRV who were sponsors of three exhibits this year and will also be sponsors of three exhibits next year.

Campbell said Lemke has implemented a lot in this amount of time and she wished to thank her and Kuehn and the Foundation and Board members because this is an example of what great public-private partnerships can do. Had the Foundation not put the commitment forward, the Museum would not be able to do what they do and there would not be any cultural aspect. Campbell feels culture is a very important aspect of quality of life and keeping people in the area from an economic development standpoint. People need to have a place to connect on a cultural level and without the strong public-private partnership we would not have the Museum. She has so many great things to say about Lemke and her staff and is so happy to see the Museum back in the schools as well as trying to get promotional and sponsor partners.

Lemke also wished to mention that they have been listening to constituents and their concerns about not enough evening hours and the Museum will be changing their Tuesday hours in 2017 from noon until 8:00 pm which will allow families to come in after the normal workday hours. They will also continue to promote the first free Wednesday for Brown County residents. Lemke said she recently was at the Bellevue Trick or Treat event and passed out promotional materials to over 500 children. Some of the people at the event said they know about things going on the Museum, but others did not know what the Museum had to offer.

There will also be some significant salary savings at the Museum from the vacant guest services coordinator position for October and part of November. Supervisor Gruszynski said the attendance and revenue figures look like they are right on track and it is nice to see the 79,000 eclipsing last year's numbers. Lemke said the utility bills were pretty large for July, August and September and they continue to monitor that. In addition, they are being very careful not to buy any supplies that are not absolutely needed.

Van Dyck asked what the \$50,000 expenditure in professional services is for and noted that the professional services seem to be significantly reduced from last year. Lemke responded that that expense is the last of the planning. Once the last portion is complete, there will not be any more expenditure at this time for planning. Lemke recalled that \$10,000 was spent in 2013, \$10,000 was spent in 2014 and then Meticom came in to do the audience analysis and that was paid for in 2016 and the remainder of the bill and contract should be coming in 2017 at which time payment will be made, assuming the plan is acceptable.

Motion made by Supervisor Gruszynski, seconded by Supervisor Campbell to approve the Museum budget as presented. Vote taken. MOTION CARRIED UNANIMOUSLY

2. **Golf Course: Review of 2017 department budget.**

The Golf Course proposed budget is set forth on Pages 156-161 of the budget book.

Golf Course Superintendent Scott Anthes provided a 2017 Golf Course Budget Summary, a copy of which is attached. Anthes read through the summary and highlighted several areas. One of the things he intends to do next year is sell season passes at both the golf course and the County Clerk's office or only at the golf course. Currently passes are sold only at the Clerk's office and Anthes gets a lot of questions as to why they are not sold at the golf course. The reason for this is because previously a photo ID was taken and they had to present the ID when they came out for their first round. Now with the POS system golfers are checked in

///

the first time and then remain in the system so they come up automatically when their name is entered. The vast majority of season pass holders have held passes for a number of years and are known on a first name basis so it would be rare for the golf course to not know who is a season pass holder. They are looking at getting rid of the photo ID and just issuing a card without a photo.

Van Dyck questioned fees and Anthes responded that green fees are to stay the same as this year. They will continue to monitor surrounding golf course fees in 2017 and act accordingly in 2018. Anthes said Brown County is usually the first in the area to set rates because the County's budget is so early. Most golf courses will not set their rates until March. He feels the current rates are very competitive and said it is harder for the surrounding golf courses to justify going over Brown County's rates so we have set a standard for rates in the area. Van Dyck asked if there is a reason Anthes is not proposing an increase for 2017. Anthes said that given the current numbers, he does not think it is warranted at this time. The golf course is making money and it would be difficult to justify an increase to the constituents. Van Dyck feels additional revenues could be put back into the course. He also said that sometimes in business when there is no increase you end up behind the 8 ball which causes problems when an increase does need to be made. He feels that if Brown County is in good shape and may even be seen as a bargain, going up a dollar and showing the public we are putting money back into the golf course and not rolling it into the general fund for something else may not be a bad idea. Supervisor Lefebvre asked how long the extra funds can be held as a cushion. Anthes responded that technically the golf course is an enterprise fund so the money will stay in the fund balance until it is used or until the County Board uses it. Lefebvre asked if Anthes feels there is enough cushion to cover diminished revenue in the event of weather or something like that. Anthes said the golf course is at a negative fund balance.

Van Dyck explained that the fund balance was raided a number of years ago to balance the budget and the golf course was basically told that they would be making money in the future, so they could give the County money now and then pay it back in the future and the obligation is still hanging out there. The current obligation is \$250,000 and Anthes noted that about three years ago it was about \$600,000.

Director of Administration Chad Weininger noted that this is more fully set forth on Page 158 of the budget book. The projected funds available at the end of 2016 is a positive \$146,000 which will reduce the obligation to about \$104,000 and then at the end of 2017 the golf course is projected to finishing at \$82,000 to the positive so the only remaining amount of indebtedness will be about \$21,000.

Anthes further explained that what happened previously was the golf course had a huge positive fund balance of about \$800,000 in 2000. The golf course built the clubhouse and went to the County Board for approval and it got shot down. They went back and raided the fund and only left a little bit and increased the bond amount. The next year and from then on the golf course was budgeted to return about \$262,000 to the general fund. The golf course could not make up those funds, but because it was a budgeted item it automatically came out so at the end of the year the golf course was negative. When Anthes started in 2008 the golf course was \$210,000 negative. The big year was when they did the greens and the course was shut down for half a year, but there were temporary greens before that and the fund balance went negative another \$300,000 that year.

Van Dyck asked members of the public in attendance for their opinion as to the golf course rates. It was indicated that the rates seem to be pretty competitive with other golf courses in the area for the season, but the spring and fall rates may not be quite as competitive. Anthes said discounts are offered in the spring and fall, but they are not huge discounts. He said last October they had a special for 18 holes plus a cart for \$40 which was a \$5 discount. This year they are currently up about 30 rounds for October, so people are not being scared away. If the course was empty Anthes would think it may be a problem, but he feels the course speaks for itself and that is why they get the customers. Anthes said there will probably be an increase coming in 2018.

Anthes continued reading from the budget summary. At the conclusion Van Dyck asked him where he thought they would come in this year. Anthes responded that he felt it would be about \$150,000. Van Dyck noted about \$136,000 is being reserved for the forward tee construction and there were people in attendance who wished to speak to that.

Motion made by Supervisor Gruszynski, seconded by Supervisor Campbell to open the floor to allow interested parties to speak. Vote taken. MOTION CARRIED UNANIMOUSLY

-Nancy Demmuth - 1358 Starview Lane, Green Bay, WI

-Sako Duellman - 723 S. Roosevelt Street, Green Bay, WI

-Kim Nusbaum - 3020 STH 57, De Pere, WI

Nusbaum indicated she, Demmuth and Duellman represent the women's golf league and are here to support the proposed plan put forward by Anthes for forward tees and family tees. They have done some research and checked some of the yardage at competitive courses. One of the things they hear quite often from women who golf elsewhere are concerns about the distance of many holes being too great at Brown County and they feel this may result in losing some women golfers. The low handicappers and the high handicappers approach this from very different points of view, but they all have the same goal which is to do well on the course. They feel very strongly about this and noted they picked up a number of new members in 2016 and feel they could pick up substantially more with the distances reduced slightly on some of the key holes. They encouraged the Committee to evaluate Anthes' plan very seriously.

Demmuth feels one of the big areas they can increase membership at Brown County is in the women. They currently have 50 some in the women's league and 180 in the men's league. Increasing the number of women would help. Currently the forward tees at Brown County are over 5,600 yards which is very long. Most in the area are at 5,100 yards. As older woman leave the league they will need some younger golfers to replace them and they feel that the tees would be a big part of this. Demmuth said that Brown County is a great course and they all love it.

Campbell asked when forward tee construction would take place. Anthes responded it could take place at any point in the year, but realistically it should be done at the end of summer or early fall for the least disruption. He feels this project would also increase the overall male play as well as help get families and junior golfers to the course. Anthes said the other thing this would do is speed up the pace of play. He said Milwaukee County did this at their premier course and it increased their pace of play. Lefebvre said that anything that can be done to help increase the fun and make the play easier should be done. From a lady golfer's standpoint, you do not want to get up on a tee box and feel that it is going to be tough before the club is even out of the bag. It was reiterated that this would also make recruiting people for the league easier and would be very rewarding and positive from the lady golfers' standpoint.

Duellman said she is the Tournament Director for the Brown County Women's Amateur and they get a lot of players from the Milwaukee and Madison area and they love this course. Campbell also said there is a very big lady's event coming to the area next year. Anthes said if the forward tees were to be playable for 2017, they would have to be sodded instead of seeded which would increase the cost. They could potentially be built in the spring and then be played on in the fall if they were seeded in the spring. Campbell said Brown County has a beautiful course and this would be an opportunity to showcase it. The LPGA will be here for three years.

Van Dyck asked the ladies for their opinion on the current fees. Their response was that the current fees are competitive at this time, but maybe when the tees are in this could be reevaluated. It was indicated that they lost some people to Northbrook because their season passes were much cheaper. Anthes noted when he started at the golf course Brown County was significantly higher than other area courses, but that gap is now closed to where it should be. Van Dyck asked about golfers later in the afternoon on the weekends. Anthes said that they have a twilight special and are usually full. Van Dyck suggested adding a 9 hole

///

walking fee to the twilight specials and Anthes said that they are trying to promote cart rentals and he feels that the rate with the cart of \$20 is phenomenal. The twilight hours start at 4:00 pm for 9 holes. Van Dyck would like a full comprehensive review of all fees for the 2018 budget. Gruszynski added that he is a twilight golfer and likes when people use the carts because it picks up the pace of play. He also noted that Royal Scot has forward tees and he sees a lot more youth and juniors playing there. Anthes said that this has been on his list of projects since day one and he really thinks it is a great thing that needs to happen. The other thing that Anthes wants the Committee to know is they are bringing their expenditure down by about \$80,000 and that is from the mechanic position being kept open for the last three years, but Anthes feels that the position needs to be filled.

Motion made by Supervisor Gruszynski, seconded by Supervisor Ballard to return to regular order of business. Vote taken. MOTION CARRIED UNANIMOUSLY

Motion made by Supervisor Van Dyck, seconded by Supervisor Gruszynski to use available 2016 funds in the amount of \$136,000 for the construction of the forward tees in 2017. The intent is to use excess fund balance from 2016 in 2017. Vote taken. MOTION CARRIED UNANIMOUSLY

Motion made by Supervisor Campbell, seconded by Supervisor Gruszynski to approve the Golf Course budget as amended. Vote taken. MOTION CARRIED UNANIMOUSLY

3. Library: – Review of 2017 department budget.

The Library proposed budget is set forth on Pages 162 – 170 of the budget book.

Van Dyck explained how the Library got to where it is. He said the typical process up to this year is that the County Executive puts forth his budget expectations and then the departments work within those parameters. The problem with the Library is that the Library Board has to approve a budget in public prior to it coming before this Committee. What happened in 2016 was the County Executive set forth his expectations and then the Library Board had to take that and try to make it work and one of the suggestions at that time was to close operations at the Southwest Branch Library because the Library Board felt that was the best way to deal with the amount of money that was presented. That put the Library Board at odds with the County Board because there were some Supervisors who did not feel that the Library Board did what it was supposed to do. To take the Library Board out of the difficult position of being pinned between two different parties, the process used this year was that the Library staff put together a budget which was then reviewed by the Library Board who passed it as the budget they felt was necessary in order to operate the libraries the way they saw fit. That budget is \$184,000 higher than what the Executive's budget is and now it becomes the job of this Committee to decide on some numbers.

Simons explained the differences and the priorities that were assigned to the differences. He provided handouts to the Committee, copies of which are attached. The handout shows where items increased and decreased and Simons said the big difference between the Executive's budget and the Library Board budget are for eight things, two of which make up the lions' share of the amount. Simons referenced the third page of the handout and gave a brief history. He said the libraries have had a fund balance for quite a while and recently achieved the ability to buy some new furniture with the approval of the County Board. The third page of the handout shows a long-term facilities, fixtures and replacement reserve and it shows the Library planning ahead so they do not get into another situation where they need things and there is no money. This takes into account the life expectancy of all items and plans for the obsolescence of that. He noted that it is simply a plan and things change over time and this is something that will be reviewed every year. The lion's share of the \$184,000 difference is \$43,500 in plus budget allocation and another \$60,000 in adjustments. Simons explained that the staff budget presented to the Library Board asked for a contribution of \$43,500 to go forward and the Library Boards made a motion to add \$60,000 into that to get some of the projects accomplished sooner. This was added to the overall Library Board budget.

Simons continued that if those figures were taken out of consideration, what is being talked about is a difference of about \$80,832 between the County Executive's proposed budget and the Library Board proposed budget. Simons and his staff prioritized the things they feel they need. The first four priorities listed on the first page of the handout is what the Library is considering its main priorities. The rest of the items are all very important, but the first four items are the bigger priorities.

Priority one is staffing four of the 11-hour staff members to 20 hours per week at a cost of \$12,687. Several years ago the Library Board had the right idea and wisdom with the 11-hour positions, but what happens with the 11-hour positions is they are not there enough to absorb all the changes that happen on a daily basis so when they do come in to work they are behind the 8 ball and the service is not what it should be. Through attrition, what they would do is as 11-hour positions vacate, they would combine two 11-hour positions into one 20 hour position. Simons noted that every time that is done one body is reduced and they are at the point now where they cannot reduce any more bodies because there would not be enough to open all the libraries in the hours they have. If the 11 hours could be changed to 20 hours, it would give more hours and also keep the number of people the Library needs to maintain the number of hours they have.

The second priority is marketing. The Library is not marketers, they are library people and they know how to do the library business part, but they need to let the community know that they are doing the library business part. There are things that have changed dramatically in libraries that the public does not know. They need the ability to get the right messaging out. To do this they would need to contract with a consultant or multiple consultants. What they have now is overly wordy with colored paper and black printing and Simons does not feel this is enough to capture the attention of the public that needs to be captured. He feels if they are able to do that, they will also run a lot more efficiently because the little bit spent on marketing would mean a lot more use of the facilities.

The third priority is the self-check replacements at Ashwaubenon and East and this would run about \$12,332. Self-check is one of the reasons the 11-hour positions are able to be whittled down to less people but more hours because they don't need the same number of bodies, but they need the hours to do other things. Simons said that at the central facility, the self-check rate is over 80% and some of the other branches are having numbers in that area as well. The self-check machines that are currently on the schedule to be replaced are for those that are not functioning well.

The final piece is printing and Simons said whether they do a new marketing piece or they continue doing what they are doing internally, they do need more funding for printing of materials. He said they had a very good turnout for the Summer Reading Program and the expenses for printing for that goes up every year but they really need to account for that in order to attract children to the library. This is one of the bigger printing expenses, but there are a number of other printing projects as well.

Simons talked briefly about the other priorities which include \$43,500 for the reserve, \$4,245 for the book budget and online magazines and the \$60,000 addition the Library Board approved to the FF&E reserve. There is also another staffing request that Simons would like to have. The one he felt was most needed fell to the bottom of the priority list. Currently at the Library the non-salaried full-time staff work 37.5 hours a week. If they could get these people to 40 hours, it would not cost much more, and they could get more work done. Simons said they decided to start small with this and the next layer to look at is the youth services librarians. There is a good number of them, but not so many that it would be a large cost. This is also the group that is always saying they wish they had more time because there is so much to do. Moving these people to 40 hours from 37.5 would really help the Library in terms of getting things accomplished and may also start the Library down the path of looking at a different group each year to go from 37.5 to 40 hours per week. To move the youth services librarians from 37.5 hours to 40 hours would cost \$22,057.

Supervisor Ballard asked if the proposal to increase the hours of the youth services librarians would be affected by the Fair Standards Labor Act. Simons said that would only be a consideration if they were

///

considered salary positions but what he is talking about is an hourly wage. Weininger clarified that the FLSA changes have been implemented in the 2017 budget. Simons said there about eight youth services librarians.

Weininger said the levy can be increased by \$15,578 and still freeze the tax rate. There is roughly \$3.9 million, but if the Board wants to freeze the tax rate, the increase would have to be no more than \$15,578. There was additional capacity, but Public Safety already added \$100,000 to fund a D.A.R.E. officer and Human Services added \$25,000 for the Welcome Baby program and, in addition, they added \$40,000 for a TAD grant that came in lower than expected. PD&T also made a recommendation to increase the levy by \$3,228 for the courthouse dome project and there was also a motion for \$800,000 for architectural engineering related to the STEM Innovation Center and the levy impact for that is roughly \$10,060. PD&T also gave a wage increase to a superintendent which amounted to \$722 as well as a wage increase for an officer manager. Finally, the housekeepers were given a wage increase which increased the levy \$9,327. The largest levy increase was the \$100,000 for the D.A.R.E. officer. The changes total \$172,727 which leaves \$15,578 left if the tax rate is to remain frozen.

Ballard asked about the marketing position. Simons responded that in order to get a number, he invited a marketing person from Associated Bank in to help the Library out and give some advice. Simons was informed that they would not be able to get everything done, but they could get a chunk done for about \$20,000 and that is where the figure was derived. Originally they were talking about hiring an in-house position, but the Library Board suggested that they consult out instead and then they could price out per project and also find exactly the right person for the projects. Simons liked the idea and if it turns out to be advantageous they would know they are on to something and could decide if it would be beneficial to add someone to staff in the future. Van Dyck said it seems with consultants, you pay for a plan and he asked how much of the \$20,000 would be spent for consultants versus implementing whatever plan is generated. Simons responded that what they would be doing is project based things. They have an internal marketing team and have determined what they need, but they do not have the expertise or skills to pull it off. He feels they can easily talk to a marketing firm and let them know what they need and get a price. Campbell feels the price tag will be a lot more than \$20,000. Simons said what he is talking about is specific small projects, not a package. When it is project based, the price comes down pretty rapidly as opposed to a big plan and Simons feels they can get some things accomplished for \$20,000. Campbell suggested that the Library charge for some of the programs they provide, such as the author series, but Simons said that by law the Library is not able to charge for any of the programming.

Ballard asked if any thought had been given to using interns for this. Campbell said when she came on board there was an intern program through St. Norbert College and an office of communications was established and staffed by two paid interns. The interns looked at every department in the County. The program did not go anywhere and is now lost in the vast area County government bureaucracy. One of the interns was dedicated to emergency management and the other was dedicated to handling promotions of the County. Most of the Facebook and other social media that you see for the County were created during the time the interns were here. The interns were funded by a grant that St. Norbert College got and Campbell would like to see this intern program re-established. She is all for promotions but it sounds to her like the Library is going to be promoting things they cannot make money on unless there is a Friends group or someone else promoting things. She also suggested that Simons look into sponsors for the programs so the marketing of the programs could fall on whoever will be benefitting as a sponsor. She would see this as more advantageous than paying someone to tell the Library how they think they should do something. Campbell is not really into the idea of hiring consultants because she feels that this can be handled in-house and would like to see this done in all of the other departments as well. With regard to the printing, Campbell suggested that Simons check with St. Vincent Hospital for non-profit printing

Simons responded that they are working with an internship program with UWGB and the coordinator of the program will be attending the Library's next marketing meeting. The first project the intern will be working on will be the calendar of events. This is an unpaid intern program.

111

Gruszynski said what jumped out at him is the staffing increase for youth librarian services. If what is being talked about is eight positions, the increased hours would total about 1,000. Gruszynski does think the D.A.R.E. program does good work, he also thinks there are a lot of different ways that the problem could be addressed and increasing youth services in the library would be another way to do it. He would support the increase in hours as suggested by Simons.

Lefebvre commented on the self-check proposal and feels it is very important, especially to have a backup if the other machines are failing. She feels it is important to keep things flowing and we need to take care of the things that are not working properly. Simons said failure of the self-check machines creates a compounded problem in that staff has to be pulled from other duties to check out books.

With regard to marketing, for Van Dyck to be on board he would need to see a better plan. He is not disputing that it could be spent well, however without having some specifics of what the Library could get for \$20,000 it is a little hard to sell, whereas, with the youth services librarians, they can say exactly what they are going to get for the money. In the future, he would like to see more specifics. As far as the facility reserves go, Van Dyck agrees with the concept 100% but feels it needs to be done everywhere in the County. He is not saying what Simons put down is not needed, but said the question is it needed more than something else somewhere else in the county. The concept is great and Van Dyck would like to adopt something similar across the whole County.

Lefebvre said she is finding that the County does not have far reaching plans and she feels we need to do this because money is short and appropriate funds need to be budgeted for the needs of the future. Lefebvre said in the past she belonged to a book club where she was ordering books, read them and then donated them to the Library. She feels this is something the public could be doing as well. Simons estimated that the Library gets between 20,000 – 50,000 donated books every six months. The book sales at the Library are mainly from donated books. Lefebvre also brought up the idea of having volunteers doing the library shelving and Simons said the problem with that is they still need oversight of an employee because if the books are not shelved correctly, they may as well be considered lost.

With regard to the Pulaski branch library project discussed earlier, Gruszynski asked if the money set aside is segregated for this project or if it could be raided if the project does not move forward. Weininger said that if the project does not move forward the funds would go back to the general fund. What is being done is the \$300,000 is being taken from the general fund and put into a special revenue fund and then if the project goes forward it will be considered a loan that will be paid back over a period of time based off the rent payment. Ballard asked if the project does go forward, but is slow to get going and goes into 2018, if the money will still be there on the table. Weininger responded said that if the project happens in 2017 the money would be there but if it does not happen in 2017 the money would have to be re-approved by the Board. Gruszynski said he loves that this is moving forward but thinks it is slightly short sided after coming out the with facilities plan that laid out five different benchmarks, and this is the only part of the plan moving forward in 2017. Simons said this was not the Library's prerogative. The Library would have liked to go forward with more, especially for the East branch, but they are thankful for the vision of the Executive to say that this is a good opportunity for Pulaski and to try to capitalize on it.

Motion made by Supervisor Campbell, seconded by Supervisor Gruszynski to increase the proposed Executive budget by \$22,057 for youth services librarians and by \$12,332 for self-check replacements for a total of \$34,389. Vote taken. MOTION CARRIED UNANIMOUSLY

Motion made by Supervisor Campbell, seconded by Supervisor Lefebvre to have staff draft a resolution to change the number of hours for the youth services librarians at the Library from 37.5 hours to 40 hours per week to be presented at the next Executive Committee meeting. Vote taken. MOTION CARRIED UNANIMOUSLY

Motion made by Supervisor Gruszynski, seconded by Supervisor Lefebvre to approve the Library budget as amended. Vote taken. MOTION CARRIED UNANIMOUSLY

111

4. **NEW Zoo and Park Management: Review of 2017 department budget.**

The NEW Zoo and Park Management proposed budget is set forth on Pages 176-192 of the budget book.

Zoo Director Neil Anderson provided the Committee with a handout regarding the budget, a copy of which is attached. He outlined the handout with the Committee and added that the Village of Suamico has given the Zoo Society \$5,000 from the excess tax to be used towards equipment for the animal hospital. The Village has asked the Zoo to come back to the Village to talk about some additional funds for which Anderson is very grateful.

Van Dyck commented that he understands the need to go up on fees, but he would cap the children at \$5 and raise the adults to \$10. With regard to the senior citizens, Van Dyck felt that some sort of discount off the adult rate would be more in order than putting them at the same level of the child and he suggested something like 20% off the adult rate.

Motion made by Supervisor Campbell, seconded by Supervisor Gruszynski to approve the NEW Zoo budget as presented. Vote taken. MOTION CARRIED UNANIMOUSLY

Matt Kriese presented the proposed Parks budget to the Committee. The major change would be the reorganization as they look towards meeting more current trends and needs across the county. He noted that they are operating under a system that has been around forever and they need to ultimately find new ways and develop new models to replace some of the taxpayer dollars. This is their response to the challenge of increasing some of the revenues. With the structure changing from Park Managers they are looking at having a Business Manager, Field Manager, and Program and Natural Resource Coordinator. These would be specialty positions while most seasonal staff would report under one hub and crews would go out to certain parks for things like cleaning, security, mowing, etc. The Business Manager position would be responsible for private and public events, rentals and contract negotiations as well as sponsorships and marketing. The Program and Natural Resource Manager would be tasked with programs at Barkhausen as well as programs at other parks throughout the area to get the County engaged, especially in the southern part of the County. There is one unexpected repercussion with this and that is that the current Managers would have to reapply through County policy and Kriese pointed out that both Marv and Rick are fine employees who have been around for a long time. This proposal would increase the staff by one and put them at 23 full-time equivalent staff for 2017.

Kriese talked next about the reduction of the Triangle Hill contribution to the City of Green Bay and said this is currently set in the budget at \$9,000. Kriese has sent the City of Green Bay a proposal to look at transferring the County's ownership of the property over to the City and terminating the lease agreement and any contribution for 2018. The City of Green Bay has requested \$18,000 from the County for 2017 but Kriese said that that is not in his budget. The caveat from the City was that in 2017 they would work on the termination and in the long run it would end any contribution and would be a savings after year once they get to that agreement point.

Gruszynski asked Kriese if he has the feeling that if the County does not come up with the \$18,000 that the City would not be interested in negotiating further, however, Kriese could not comment on this. Gruszynski asked if the City has talked at all about where they may find the money. Kriese said that he told the City Park Director that he has \$9,000 in his budget for this and that is where the conversation is at. Van Dyck said he had a conversation with Supervisor De Wane and it was his impression that if the County would come up with the additional \$9,000 this would pretty much go away. Van Dyck feels it may not be worth the dissuasion or arguing that could pursue over the \$9,000. Kriese added that this would be a savings in the long run for Brown County. He said the one caveat he would have with this is that the property remain parkland to perpetuity and it sounds like Green Bay is in favor of that as well, but it would have to be discussed. Campbell would like to see a guarantee from the City with regard to the \$18,000. Kriese said there is no guarantee and Campbell responded that we need a guarantee. Gruszynski asked if the County has always given \$18,000. Kriese said the history goes back quite a ways and at one point all \$18,000 was pulled from the budget but the Board put it back in. This is the first time the City has been open to discussing this and Kriese noted the City is already operating it and doing all of the maintenance and programming. Brown County is giving this subsidy from a 1974 lease and Kriese said

that things have changed since then. Campbell would like to know where exactly the City stands on this before it is discussed further.

Van Dyck reiterated that the impression he received from De Wane is if the extra \$9,000 is put back in this would go away without any further discussion, but if we do not, we should be prepared for some pushback from the Green Bay Supervisors. Gruszynski said if the County has given the money in the past few years and we want to continue to negotiate in good faith with moving the parcel to the City, he does not know that the message we are sending by cutting it to \$9,000 is good. Kriesie agreed that if the agreement gets in place and if it goes as planned it would be great, but if it doesn't then the Committee can discuss this further for the 2018 budget.

Kriesie continued that the only fee increase being proposed in the budget is \$5.00 for a seasonal boat pass and there was an addition of a senior boat pass that would remain at \$30. The City of Green Bay is on board with this and the City of De Pere will discuss this at their next Park Committee meeting, but all signs are that this will go through. Kriesie noted that Brown County operates a multijurisdictional seasonal boat landing and through the Parks office they oversee the seasonal passes for the Metro landing and the De Pere landings so all of the municipalities need to be somewhat in agreement on this.

Kriesie also informed that there has been a slight adjustment for implementing the vendor trailer in 2017. In addition, there was an addition of an online service fee and he noted that a lot of the permits, passes and fees are being handled online. He does not have a final number of where the service fee budget will be, but Kriesie thinks it will be significant. Kriesie continued that there are also a few minor increases. One is an adventure program which Parks is partnering with UW Extension on and there is also a slight increase in camping. The Fairground camping seems to be going okay for the first year and Marv Hanson has heard good things and they expect to see an increase in camping revenue for next year.

As far as outlay shown on Page 183, Kriesie noted that the Neshotah Playground is basically an in-kind donation from the Friends of Neshota Park. The ¾ ton pickup replacement is out of the rail trail account, not general parks. The vehicle replacement is general parks. The snowmobile groomer is out of ski trails, not general parks. The Friends contribution for 2017 is general park outlay. The playground element at the Reforestation Camp is not general parks, it is out of the land and building account and the utility vehicle has now been removed from the outlay list. With regard to the boat landing, they are looking to replace the skid steer that is over 20 years old out of boat landing outlay as well as a new vehicle, also out of boat landing.

Gruszynski said it does not appear that any of the rental fees for Pamperin have been raised. Kriesie said that was correct. Gruszynski feels the rental rates at those facilities are still really low compared to other venues, especially for the quality of services offered. Kriesie agreed that the rates are low for weddings, but noted that a lot of other events such as family reunions are also held there. He said they will look at the fees for the 2018 budget season. Gruszynski suggested looking at bracketing the fees off for weddings as opposed to other events. Kriesie said that is something that very well could happen. Rick Ledvina said that this is something the new Business Manager will really look at. There is also the possibility of bundling wedding days. Ledvina also noted that they still offer a discount for weekday events and they get a lot of corporate events on those days. There are birthday parties and family reunions booked frequently on Sundays and the weddings typically take place on Fridays and Saturdays. Ledvina felt if there was another facility they would have no problems booking that as well and Kriesie said that that is something they will be looking at a little more in the next few years.

Van Dyck talked about the fees and said he does not understand why the County does not charge for hunting. He feels that hunting land is at a premium and does not understand why the County gives that opportunity away to people to hunt for free. Kriesie brought up the idea of having people do volunteer work in exchange for hunting on County land. Van Dyck feels it would be better to just charge them. He feels there are a lot of hunters that would be more than happy to pay to hunt on County property versus having to drive way up north to shoot a deer. Kriesie said that hunting does not require staff time whereas everything else they charge for does. Lefebvre said people may feel that they already pay taxes and cannot also afford to pay a fee to hunt and she thinks we have to watch out for this. Gruszynski said that they continue to see public land for hunting and other sporting activities decrease and he would hate to see a charge when the State is looking to sell of State land.

Motion by Supervisor Gruszynski, seconded by Supervisor Van Dyck to put the \$9,000 back in the budget for Triangle Park. Vote taken. MOTION CARRIED 4 to 2. (No roll call taken).

Motion made by Supervisor Gruszynski, seconded by Supervisor Campbell to approve the Park Management budget as amended. Vote taken. MOTION CARRIED UNANIMOUSLY

- a. Resolution Approving New or Deleted Positions during the 2017 Budget Process in the NEW Zoo Table of Organization.

Motion made by Supervisor Gruszynski, seconded by Supervisor Ballard to approve. Vote taken. MOTION CARRIED UNANIMOUSLY

- b. Resolution Approving New or Deleted Positions during the 2017 Budget Process in the Zoo and Park Management Table of Organization.

Motion made by Supervisor Gruszynski, seconded by Supervisor Campbell to approve. Vote taken. MOTION CARRIED UNANIMOUSLY

****NON-BUDGET ITEMS****

Comments from the Public

Museum

1. Museum Director's Report.

Museum Director Beth Lemke informed that financials have not posted yet for September, but the attendance numbers for September were quite amazing. They also had their first learning program in September with Ashwaubenon Schools. The Parkaeology program went quite well and they continue to work with different partners throughout the county. The mono wheel came back and now has its own case. Lemke said the Museum measures not only foot traffic coming in the doors, but also the response on Facebook and other platforms and as mentioned at the last meeting, they will begin working with Snapchat and they are collecting those analytics and comparing them with the Instagram stories. She will have a more formal report on this in November.

Kevin Kuehn, Chairman of the Governing Board, talked about the curriculum in the school district. He said that this is a huge development because for 12 years the Museum has not been part of the school curriculum. Through Lemke and her staff, the Museum has been successful in getting back into the curriculum of the School District and this is huge. Kuehn also informed that they have been working on a digital initiative for some time and they have now converted the data base from Argus which was not very user-friendly to Passperfect. This means the collection will be available eventually through the internet site so people that are doing research and want information about a specific item in the collection will be able to get the information which will broaden the reach both nationally and internationally. Lemke added that there have been some challenges at the Neville and she does not always give enough credit to the staff, but Chair Kuehn reminds her that the team is doing a good job.

Motion made by Supervisor Campbell, seconded by Supervisor Lefebvre to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

Golf Course

2. Golf Course Superintendent's Report.

Golf Course Superintendent Scott Anthes provided the financial statistics for September, 2016, a copy of which is attached. Rounds were down somewhat from 2015 and overall revenues were down for September by about \$9,000. Overall rounds for the year are down by about 2000 and revenue is down

about \$22,000 from last year. Income is \$50,000 over the 2014 numbers so the year is still strong. Cart revenues are up for the year and Anthes feels this is related to the hot summer. The steakhouse is operating the same as it was last year.

Motion made by Supervisor Gruszynski, seconded by Supervisor Ballard to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

Library

3. **Library Executive Director's Report.**

Library Director Brian Simons reported on a number of events at the Library. They recently held a comic con event with amazing attendance of over 750. There were a lot of families and a lot of people in costume. They are already starting to plan next year's event and are hoping that it can become a community wide event. The Library also hosted Pulitzer Prize winning author David Maraniss recently to talk about his new book and this event was attended by 175. The Library will be featuring author Michael Perry at an author fair in November. During this event they will be skyping with another well-known author and the event will also be attended by some local authors as well as some national authors. Attendance is expected to be over 300. Simons is also working with some community members, bookstore owners, authors and professionals on a book festival for the area sometime in the spring. This is on an opposite calendar than the Fox Valley's book festival so these events will play off each other nicely. This would be a very big event and he will keep the Committee updated as developments occur, but he is very excited about this.

Simons continued that Mary Jane Herber, the local history librarian for over 40 years, was honored with the Governors' Award for Archival Advocacy recently. The Wisconsin State Historical Society presented the award which was followed by a reception that was attended by more than 400 people. Another wonderful thing that happened recently is that the Library, in conjunction with the Denmark School District won a partnership award from DPI for the fiber optic line to the school and Library. Kevin Raye of Technology Services was instrumental in this project and was able to help the school get 40% of the project funded. Both the Library and the school were able to increase their bandwidth significantly and this sets Brown County up in a good position for anything else the County may grow out there. With the fiber network as it currently exists, additional nonprofits and medical could link into it.

Simons also talked about the press conference held recently in Pulaski where the County Executive has put aside \$300,000 in the taxes and special revenues of the budget for a library project if other conditions prove to be true. These conditions would include moving the Pulaski Library from its current location to a portion of the Franciscan printing building. Pulaski would need to raise about \$365,000 for this. Once that would occur and all other agreements are met regarding rent and things of that nature, funds could be released and there would be funds available to renovate the space to have a larger library in Pulaski.

Lefebvre said that she is very impressed with the work that has been done by Simons and she talked about how people still want to have books, not just read everything online.

Motion made by Supervisor Gruszynski, seconded by Supervisor Lefebvre to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

NEW Zoo

4. **NEW Zoo Director's Report and ZOO Monthly Activity Reports.**

Zoo Director Neil Anderson reported that Zoo Boo is currently going on and the opening weekend was attended by more than 5,000 people. The lion has had his dental work and they found that all fillings were intact and he avoided a root canal. The antlers from the elk were also removed and that procedure went well. They are also working on some fence repairs at the Zoo. Anderson encouraged the Committee members to come out to the Zoo for Zoo Boo.

///

Motion made by Supervisor Gruszynski, seconded by Supervisor Ballard to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

Park Management

5. Budget Adjustment Request (16-88): Any increase in expenses with offsetting increase in revenue.

Assistant Park Director Matt Kriese stated this is related to the Fox River Trail and a large donation that came in.

Motion made by Supervisor Gruszynski, seconded by Supervisor Ballard to approve. Vote taken. MOTION CARRIED UNANIMOUSLY

6. Resolution to Approve a Land Donation by Wisconsin Public Service Corporation and a Donation for Habitat Enhancement adjacent to Barkhausen Waterfowl Preserve.

Kriese informed that about a year ago a letter of intent came through Ed and Rec and the County Board. That was the initial plan that WPS put together. This is somewhat of a mitigation-type project based on some past plans and environmental practices. WPS is required through the EPA to mitigate that and what they are looking at is acquiring land in their territory and then investing in habitat enhancement. As part of the US EPA settlement they must do this. WPS has approached the County and brought up a lot of options and the property adjacent to Barkhausen was chosen. WPS got more involved with the settlement and recently the EPA approved the plan as presented and this is now before the Committee for approval. Under the plan WPS would purchase 87 acres and then donate it to Brown County. At that point, within 30 days they would provide \$300,000 to the County for the habitat restoration. Kriese's goal would be to take the \$300,000 and leverage it to turn it into \$600,000 as there is a lot of habitat money out there and \$300,000 has a great potential to double. That money would then be used to enhance the property WPS is looking to purchase and also to work within the Barkhausen habitat.

Kriese continued that the timeline WPS has is they are looking at a letter of intent with Brown County in 2016 and he noted they already have options to purchase with the land owners. Brown County would not be involved with any real estate transactions; this would be an outright donation to Brown County from WPS.

Motion made by Supervisor Campbell, seconded by Supervisor Gruszynski to approve. Vote taken. MOTION CARRIED UNANIMOUSLY

7. September 2016 Park Attendance and Field Staff Reports.

Motion made by Supervisor Gruszynski, seconded by Supervisor Ballard to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

8. Assistant Director's Report.

Kriese talked about winter storage at the Fairgrounds and indicated this has been going on for a very long time and is very popular. It generates over \$35,000 in revenue for the department. The past fee structure has worked for 15 years, but this year they are making changes and will charge \$10.00 per lineal foot, so from hitch to motor it is \$10.00 a lineal foot. This is the same that is charged by Door, Outagamie and several other surrounding counties. In the past the storage rate was a flat fee. Kriese said that people would pay double what the Fairground charges at a private storage facility. A 21 foot boat can be stored at the Fairgrounds for \$210 for six months, but Kriese noted that there is no access to the storage facility while the property is inside. Staff will be at the Fairgrounds all day tomorrow and gates will open at 7:00 am. It is likely that the facility will be full by 3:00 pm. In the past there have been some traffic issues with people waiting to get in, but plans are in place this year to try to alleviate that.

With regard to the habitat enhancement project at Barkhausen through Ducks Unlimited, Kriese informed that a walkthrough and pre-bid was held this morning and was attended by about eight vendors. DU is administering

///

the project and then it will be donated to the Parks Department. This was the most efficient way to handle this. Kriese continued that they have had two Autumn Night Hikes at Barkhausen that have been well-attended with 60 people at each. He also talked about the agreement between the Village of Allouez and Brown County for plowing the Fox River Trail. Things are finalized and Green Bay will be taking care of their portion between Porlier and Greene Street. The trail will be plowed for the 2016-2017 winter to Fox Pointe Boat Landing. Gruszynski thanked Kriese for his work with the municipalities to get this done. Brusky asked if De Pere would be plowing their portion of the trail and Kriese responded that at this time they will not.

Lefebvre asked about the storage and asked if there were any plans to increase the fees to make more money. Kriese said the charges were changed this year as he explained earlier. Some people will end up paying more, but others will end up paying less than they had in the past.

Marv Hanson gave a brief update on the grading project at the Fairgrounds.

Motion made by Supervisor Campbell, seconded by Supervisor Gruszynski to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

9. **Resch Centre/Arena/Shopko Hall – Complex Attendance for the Brown County Veterans Memorial Complex.**

Motion made by Supervisor Gruszynski, seconded by Supervisor Campbell to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

Other

10. **Audit of bills.**

Motion made by Supervisor Campbell, seconded by Supervisor Lefebvre to pay the bills. Vote taken. MOTION CARRIED UNANIMOUSLY

11. **Such other matters as authorized by law.**

The date for the next meeting was discussed and November 17th @ 5:30 pm was selected. The meeting will be held in Room 200 of the Northern Building.

12. **Adjourn.**

Motion made by Supervisor Gruszynski, seconded by Supervisor Campbell to adjourn at 6:53 p.m. Vote taken. MOTION CARRIED UNANIMOUSLY

Respectfully submitted,

Alicia A. Loehlein
Recording Secretary

Therese Giannunzio
Recording Secretary

PROCEEDINGS OF THE BROWN COUNTY LIBRARY BOARD

Brown County Library Board Meeting, **September 15, 2016 at 5:15 p.m.** at the **Brown County Central Library, 515 Pine Street, downtown Green Bay, WI**

PRESENT: MIKE AUBINGER, CHAD BIANCHI, MARISSA MELI, DAVID RUNNING, JOHN VAN DYCK, and JOHN VANDER LEEST

EXCUSED: NATHAN JESKE, BOB NIELSEN, and CHRISTOPHER WAGNER

ALSO PRESENT: Brian Simons, Lori, Denault, Sue Lagerman, and Emily Rogers (staff); Kevin Vonck (City of Green Bay Economic Development Director); and Russ Roland (Bay Lakes Realty)

CALL TO ORDER President Aubinger called the meeting to order at 5:25 p.m.

II. APPROVE AGENDA AND MINUTES

There were no changes to the agenda or minutes. **Motion** by Vander Leest, seconded by Bianchi, to approve the agenda and the August meeting minutes. **Motion carried.**

III. COMMUNICATIONS AND OPEN FORUM FOR THE PUBLIC None.

IV. INFORMATIONAL PRESENTATION BY RUSS ROLAND REGARDING AN EAST BRANCH LIBRARY EXPANSION OPTION Russ Roland addressed the board and presented information about the building where the East Branch is currently located. He represents the landlord and acts on her behalf. The building is a cement block construction with steel joist. It needs a roof (~\$60,000) and the parking lot needs to be finished – only half is done (~\$8,000). The suite has 14,700 sq. ft. Gnome Games (retailer) occupies the suite next to the library and there is a common wall between them. The building was constructed in 1968 or 1970 and sits on a one acre lot with 40 parking stalls.

Roland described options regarding the site and how he can assist. 1. Can negotiate a sale; 2. Can expedite a long-term lease. Simons noted that an investor could purchase the property, make improvements and, in turn, would become the new landlord. At present, rent is \$13.66 per sq. ft. and after improvements the payment would be recalculated at a market value per sq. ft. price. Roland's presentation was for informational purposes only.

V. OPEN SESSION: DISCUSSION AND POSSIBLE MOTION WITH ROLL CALL VOTE TO CONVENE IN CLOSED SESSION TO DISCUSS AND NEGOTIATE POSSIBLE FUTURE EAST BRANCH LIBRARY SITES **Motion** by Vander Leest, seconded by Van Dyck, to move into closed session at 5:40 p.m. Roll call vote: Aye: Vander Leest, Meli, Running, Van Dyck, Bianchi, and Aubinger. Nays: None. **Motion carried.**

CLOSED SESSION: PURSUANT TO WIS. STAT. § 19.85(1)(e), ANY MEETING OF A GOVERNMENT BODY MAY BE CONVENED IN CLOSED SESSION FOR PURPOSES OF DELIBERATING OR NEGOTIATING THE PURCHASING OF PUBLIC PROPERTIES, THE INVESTING OF PUBLIC FUNDS, OR CONDUCTING OTHER SPECIFIED PUBLIC BUSINESS, WHENEVER COMPETITIVE OR BARGAINING REASONS REQUIRE CLOSED SESSION. **Motion** by Van Dyck, seconded by Vander Leest to reconvene in open session at 6:15 p.m. **Motion carried.** Possible option for East Branch (Option 2)

VI. RECONVENE IN OPEN SESSION: DISCUSSION AND POSSIBLE ACTION REGARDING POSSIBLE FUTURE EAST BRANCH LIBRARY SITES. Regarding this possible Option #2, Simons noted we'll need design, shelving and furniture. This would total under \$400,000. He will approach the BCL Foundation for potential funding. Option #2 would offer about 25,000 sq. ft. Library has a plan for staff structure that wouldn't require additional staff. Vander Leest thinks it will be a battle with the County Board to agree to that much space. Van Dyck commented that there is no reason not to pursue if the square footage can be justified. If there are additional purposes for the size, that matters. Van Dyck expressed some concern that the Pulaski branch is not the first priority for the Library Board.

It was discussed that the County needs to look at total inventory of buildings and staff. The Library Board needs to come up with a salient plan. Running emphasized that the Library Board has to move on East due to timeline of the current lease and act in the best interest of library service. Vander Leest suggested that the County Board won't favor the proposed square footage or increased rent. Simons replied that 25,000 square feet is future-proofing that site for the population it serves. The Brown County Library Facilities Master Plan completed in May 2016, demonstrates a current need for 20,800 square feet for the population right now. Simons also stated, and Aubinger commented that the former De Pere facility was much smaller than the current East Branch location and it expanded in its current location to over 20,000 square feet and the Howard library went from 3,000 to 23,600 square

1a

feet. Both expansions were roughly 15 years ago when the population were much smaller in those areas than they are today. Vander Leest stood by his opinion that County Board support would not reach the ¾ vote to make bonding.

Bianchi stated, that the facilities (HGA) study revealed the need for a regional-sized branch to serve the east side. The Library Board has to decide what is needed and then function under that decision. The plan serves as evidence of what is needed. Vander Leest is more inclined to focus on an East Branch in the 15,000 sq. foot range.

Motion by Van Dyck, seconded by Running, to size the East Branch appropriately as a regional-size branch per the Facilities Master Plan, not as an operational hub location. **Motion carried.** Vander Leest abstained.

Another option (Option 3) presented is the UW-Extension building. It doesn't suffice the library's needs in its present condition. Consideration should be given to what a renovation could do for this county-owned building. This option should be explored in further detail.

Running asked how the Library Board would acquire costs/estimates. HGA would do building assessments and could give cost estimates for design and ongoing operations. The Board needs outside input – the pluses and minuses.

Three viable options exist. **Motion** by Van Dyck, seconded by Running, to ask BCL Foundation to cover the cost of evaluating the three options presented. **Motion carried unanimously.**

The library has to let the East landlord know their intent by January 31, 2017. **Motion** by Van Dyck, seconded by Vander Leest, to recommend that Van Dyck and Simons negotiate an extension from landlord/developer of the East Branch lease and to suggest extending the other party's lease as well to keep options on the table. **Motion carried.**

VII. LIBRARY BUSINESS

A. Financial Manager's Report, Bills and Donations

There were no bills out of the ordinary. Money previously set aside for employees' payouts may be returned to the library's budget from the county. Vander Leest pointed out the need to understand operation costs for new building so there are not any surprises. Projections could be included with HGA assessment. **Motion** by Vander Leest, seconded by Bianchi, to approve the August 2016 financial report and August, 2016 Gifts, Grants and Donations as follows:

Brown County Library Gifts, Grants & Donations Report August 2016

Gifts & Donations

08/03/16	William Blackford	25.00	Local History & Genealogy
08/03/16	Green Bay Community Service Club	200.00	Children's Programming
08/03/16	James & Anita LeClair	100.00	Ashwaubenon Furniture
08/10/16	Friends of Brown County Library	172.99	Program Supplies
08/10/16	Joyce Huth	10.00	Ashwaubenon Furniture
08/17/16	Focus on Energy	670.00	Central Lighting
08/17/16	Branch Buddies of Brown County Library	750.01	Program Supplies
08/17/16	Friends of Brown County Library	6,651.44	Program Supplies
08/24/16	Shruthi Chandupatca	20.00	Ashwaubenon Furniture
08/24/16	Debra Christesen-Dworak - In Memory of John Bettinger	50.00	Library Improvements
08/24/16	Nancy Matke	50.00	Ashwaubenon Furniture
08/24/16	Donald & Patricia Bunker	100.00	Ashwaubenon Furniture
08/31/16	Jeanine Krueger	25.00	Ashwaubenon Furniture
08/31/16	Barbara & Jack Devnew - In Memory of John Bettinger	50.00	Library Improvements
08/31/16	LeBrun Frye - In Memory of John Bettinger	100.00	Library Improvements
	Ashwaubenon	26.38	Donation Box
	Bookmobile	8.45	Donation Box
	East	62.84	Donation Box
	Weyers/Hilliard	134.91	Donation Box
	Central Circulation	21.74	Donation Box
	Kress	43.16	Donation Box
	Pulaski	7.60	Donation Box

1a

Southwest
Wrightstown
Total Donations

8.78

Donation Box
Donation Box

\$ 9,288.30

Federal & State Grants

8/31/2016 Nicolet Federated Library System

\$ 2,682.59

Collection Development

8/31/2016 Nicolet Federated Library System

2,083.33

Technology Grant

Total Grants

\$ 4,765.92

Motion carried.

- B. Approve Child Safety Policy** Aubinger suggested running policy through Corp Counsel to determine any liability before approval. **Motion** by Van Dyck, seconded by Bianchi, to hold until October meeting. **Motion carried.**

VIII. FACILITIES REPORT

- A. Facilities Manager's Report** Central Library bathrooms are under construction. (2nd and 3rd floor); Ashwaubenon landscaping is done; and Weyers-Hilliard siding staining is complete.

- B. Discussion and Possible Action related to the former Printery Building in Pulaski** Van Dyck prefers to deal with East Branch first. A time frame isn't imminent. Community Development prefers to have building used as a colocation. The County would set aside \$300,000 to pay for one-time development cost if Pulaski could raise other \$365,000. Simons, Beyler and Doug Marsh (County Facilities) determined the \$665,000 number using cost estimators that were verified by Boldt. Contingencies, likely to be used, were built in. The Pulaski Branch would grow from 3,400 to 6,000 sq. ft. No additional staff or operational costs would be incurred. Furniture, shelving and design funding would be asked of through the BCL Foundation.

It is the feeling of the Board that if the county wants the printery option to happen, they should fund the renovation and the Library Board will accept it. Fundraising should be the responsibility of the Pulaski area. The Board believes their focus should be on East Branch and they should not be part of Pulaski project until the funding is secured, at which time the library can be a part of the design with an approved architect. The master plan indicates evaluating opportunity sites which Pulaski is (it is not a needs-based site like the East Branch). The library will operate the expanded Pulaski Branch if given to the library

Motion by Aubinger, seconded by Bianchi, to indicate to the County Board that it is the intention of the Library Board not to oppose the Pulaski option and that the Library Board is willing to discuss this option further once the necessary fundraising and financial goals are reached. **Motion carried.**

IX. PRESIDENT'S REPORT No report.

X. LIBRARY DIRECTOR'S REPORT Simons presented the budget additions priorities matrix. It reflects the additional \$60,000 approved by the Board Approved Budget, in addition to the \$43,000 for a contribution to the FF&E Reserve. Van Dyck questioned the marketing priority. Aubinger commented that if marketing dollars are used well and well placed then it is well worth it. Simons commented that the library is not marketing professionals and we would use this money to contract out a professional to get the biggest bang for our buck. Bianchi stated that he thought government would run more efficiently if it marketed itself better and was in favor of the request for funds for marketing.

Simons met with Mark Merrifield and there aren't any changes to the 2017 Resource Library Agreement. It should be ready for approval in October. This is mandated by the state.

Brown County's portion of the NCLS County Library Plans of Service needs to be developed. This plan defines how a library will meet the needs of its customers, specifically underserved customers (ex. small branches and Bookmobile). The County Board appoints a body representative of the county (this could be a subset from the Library Board). Once appointed, it takes 6-8 months to complete. Two public input sessions/hearings are required followed by approval by the Library Board, Ed & Rec, and finally the County Board.

The invitation to attend Mary Jane Herber's Archival Advocacy award presentation was reiterated.

XI. OLD BUSINESS

XII. SUCH OTHER MATTERS AS ARE AUTHORIZED BY LAW

1a

XIII. ADJOURNMENT

Motion by Vander Leest, seconded by Running, to adjourn the meeting. **Motion carried.**

The meeting adjourned at 8:25 p.m.

NEXT REGULAR MEETING

October 20, 2016

Central Library

5:15 p.m.

Respectfully submitted,

Dr. Christopher Wagner, Library Board Secretary
Sue Lagerman, Recording Secretary

NEVILLE PUBLIC MUSEUM
OF BROWN COUNTY



BRIDGING COMMUNITIES. CONNECTING GENERATIONS
NEVILLEPUBLICMUSEUM.ORG

PROCEEDINGS OF THE BROWN COUNTY NEVILLE PUBLIC MUSEUM GOVERNING BOARD

Pursuant to Section 19.84, Wis. Stats., a meeting of the **Brown County Neville Public Museum Governing Board** was held at 4:30 p.m. on Monday, October 10, 2016 at the Neville Public Museum, 210 Museum Place, Green Bay, Wisconsin

PRESENT: Kevin Kuehn, Sandy Juno and Kramer Rock

ALSO PRESENT: Louise Pfotenhauer, Kasha Huntowski, Kevin Cullen and Beth Lemke

CALL MEETING TO ORDER

1. Chairman Kuehn called the meeting to order at 4:35PM.

2. APPROVE/MODIFY AGNEDA

Motion made by Kramer Rock and seconded by Sandy Juno to approve the agenda.

Vote taken. MOTION APPROVED UNANIMOUSLY.

3. Collection Manager Report. Louise Pfotenhauer shared a PowerPoint presentation with the Board highlighting the behind the scenes work of the last nine months in the collections management software and database conversion. She shared the reasons why the museum needed to separate from the past product and acquire the new product Past Perfect.

One of the 2017, Museum Department Initiatives is the Neville Digital Initiative. The Neville staff is well on their way in finalizing the conversion of the museum's collections management database to new software application. As a department we have yet to finalize the plan to utilize new opportunities with Past Perfect software in making Brown County Collections much more publically accessible through improved research request techniques and online search functions.

Much discussion ensued; staff was directed to continue forward on the Neville Digital Initiative while measuring the impact to patrons accessing information and content in a virtual manner vs physically visiting. Museum Director Lemke informed the Board that she currently reports on Neville Digital Initiative statistics in the current monthly reports for oversight Committee Education and Recreation.

4. Museum Director Report. Museum Director Lemke informed the Board that the Neville's Guest Services Coordinator recruitment was progressing forward. Several dozen candidates have applied and the application process closes October 12, 2016 at 11:59pm. Interviews will likely take place the week of October 24 2017. In the meantime, Director Lemke has assumed the critical roles of contract staff scheduling/evaluation and all room reservation requests to bookings. Deputy Director Cullen has taken on the weekly deposit verification, daily change runs and coordination of breaks/lunches. Research Technician Peth has taken on group sale entry and invoicing.

Museum Director Lemke provided a budget overview in anticipation of the October 18, 2016 oversight Committee Education and Recreation budget meeting. She shared with members four additional documents that detailed how the 2017 budget was formulated.

These documents included were: Neville Public Museum Temp Exhibit Schedule 2016_2018, Neville Public Museum 2017 Exhibit Budget request to NPMFoundation, Neville Public Museum Draft 2017 Promotions

Budget, and Neville Public Museum Draft 2017 Promotions Grid.

Much discussion ensued; staff was directed to review budgets/staffing/funding sources of comparable museums in the Midwest for comparison.

5. Museum Deputy Director Report. Deputy Director Cullen shared information about the Neville Cellar Series and invited Board Members to participate. 2016 celebrates the 150th anniversary of Green Bay's former Rahr's Brewery. Online registration can be processed at <http://www.nevillepublicmuseum.org/neville-cellar-series>

Elk Head Beer

Special Guest Brewer: Dave Oldenberg (Titledown Brewing Co.)

A malt-forward beer with German roots, once brewed at the Rahr's brewery in Oshkosh.

Brewing: Tuesday, November 15, 6-8:00pm

Bottling: Tuesday, November 29, 6-8:00pm

All-star Lager

Special Guest Brewer: Jacob Sutrick (Leatherhead Brewing Co.)

An historic American lager originally brewed to honor of the Green Bay Packers early championships.

Brewing: Tuesday, December 6, 6-8:00pm

Bottling: Tuesday, December 27 6-8:00pm

Deputy Director Cullen also informed the Board of the Neville Public Museum Exhibit Logistics and how point people and important dates were established to improve workflow and efficiencies with staff.

Discussion ensued; staff was commended on the process, full support was noted.

6. Such other matters as authorized by law:
Next meeting of the Neville Public Museum Governing Board will be Monday, November 14, 2016 at 4:30pm.
2016 Governing Board Meeting Dates
Monday, December 12, 2016
7. Adjournment. Chairman Kuehn called the meeting to an end at 5:33 PM.
Motion made by Sandy Juno and seconded by Kramer Rock to approve.
Vote taken. MOTION APPROVED UNANIMOUSLY.

Neville Public Museum of Brown County Temporary Exhibit Schedule 2017-2018

2017												2018											
JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
<p>Walker Gallery</p> <p>Life and Death at Fort Snelling: 200th Anniversary of the Battle of Fort Snelling The 200th anniversary of the Battle of Fort Snelling is being celebrated in the Walker Gallery. The exhibit features a collection of artifacts, including a replica of the battle flag, a replica of the battle site, and a replica of the battle site. The exhibit is open from May 6, 2017 to April 2018.</p>												<p>Walker Gallery</p> <p>Our Brown County 1818-2018 Over the past two centuries, the residents of Brown County have left their unique mark on the physical, cultural, and political landscape of Northeast Wisconsin. Explore the history, stories, and artifacts that shaped Wisconsin's oldest county. Developed in conjunction with fellow Brown County departments, the exhibit will showcase collections of photographs, film, artifacts, and more. - June - October 2018</p>											
<p>Green Bay Trackers' Miniatures Book: Santiago 1778, Benedict Arnold (May 15 - Sept. 11)</p>												<p>TP Green Bay School District East Strand Student Art Show EQUATE November</p>											
<p>Geology Case: The Blue and Red</p>												<p>Geology Case: TPO thru mid Dec</p>											
<p>Geology Case: The Blue and Red</p>												<p>Geology Case: TPO thru mid Dec</p>											
<p>Geology Case: The Blue and Red</p>												<p>Geology Case: TPO thru mid Dec</p>											
<p>Geology Case: The Blue and Red</p>												<p>Geology Case: TPO thru mid Dec</p>											
<p>Geology Case: The Blue and Red</p>												<p>Geology Case: TPO thru mid Dec</p>											
<p>Geology Case: The Blue and Red</p>												<p>Geology Case: TPO thru mid Dec</p>											
<p>Geology Case: The Blue and Red</p>												<p>Geology Case: TPO thru mid Dec</p>											
<p>Geology Case: The Blue and Red</p>												<p>Geology Case: TPO thru mid Dec</p>											
<p>Geology Case: The Blue and Red</p>												<p>Geology Case: TPO thru mid Dec</p>											
<p>Geology Case: The Blue and Red</p>												<p>Geology Case: TPO thru mid Dec</p>											
<p>Geology Case: The Blue and Red</p>												<p>Geology Case: TPO thru mid Dec</p>											
<p>Geology Case: The Blue and Red</p>												<p>Geology Case: TPO thru mid Dec</p>											
<p>Geology Case: The Blue and Red</p>												<p>Geology Case: TPO thru mid Dec</p>											
<p>Geology Case: The Blue and Red</p>												<p>Geology Case: TPO thru mid Dec</p>											
<p>Geology Case: The Blue and Red</p>												<p>Geology Case: TPO thru mid Dec</p>											
<p>Geology Case: The Blue and Red</p>												<p>Geology Case: TPO thru mid Dec</p>											
<p>Geology Case: The Blue and Red</p>												<p>Geology Case: TPO thru mid Dec</p>											
<p>Geology Case: The Blue and Red</p>												<p>Geology Case: TPO thru mid Dec</p>											
<p>Geology Case: The Blue and Red</p>												<p>Geology Case: TPO thru mid Dec</p>											
<p>Geology Case: The Blue and Red</p>												<p>Geology Case: TPO thru mid Dec</p>											
<p>Geology Case: The Blue and Red</p>												<p>Geology Case: TPO thru mid Dec</p>											
<p>Geology Case: The Blue and Red</p>												<p>Geology Case: TPO thru mid Dec</p>											
<p>Geology Case: The Blue and Red</p>												<p>Geology Case: TPO thru mid Dec</p>											
<p>Geology Case: The Blue and Red</p>												<p>Geology Case: TPO thru mid Dec</p>											
<p>Geology Case: The Blue and Red</p>												<p>Geology Case: TPO thru mid Dec</p>											
<p>Geology Case: The Blue and Red</p>												<p>Geology Case: TPO thru mid Dec</p>											
<p>Geology Case: The Blue and Red</p>												<p>Geology Case: TPO thru mid Dec</p>											
<p>Geology Case: The Blue and Red</p>												<p>Geology Case: TPO thru mid Dec</p>											
<p>Geology Case: The Blue and Red</p>												<p>Geology Case: TPO thru mid Dec</p>											
<p>Geology Case: The Blue and Red</p>												<p>Geology Case: TPO thru mid Dec</p>											
<p>Geology Case: The Blue and Red</p>												<p>Geology Case: TPO thru mid Dec</p>											
<p>Geology Case: The Blue and Red</p>												<p>Geology Case: TPO thru mid Dec</p>											
<p>Geology Case: The Blue and Red</p>												<p>Geology Case: TPO thru mid Dec</p>											
<p>Geology Case: The Blue and Red</p>												<p>Geology Case: TPO thru mid Dec</p>											
<p>Geology Case: The Blue and Red</p>												<p>Geology Case: TPO thru mid Dec</p>											
<p>Geology Case: The Blue and Red</p>												<p>Geology Case: TPO thru mid Dec</p>											
<p>Geology Case: The Blue and Red</p>												<p>Geology Case: TPO thru mid Dec</p>											
<p>Geology Case: The Blue and Red</p>												<p>Geology Case: TPO thru mid Dec</p>											
<p>Geology Case: The Blue and Red</p>												<p>Geology Case: TPO thru mid Dec</p>											
<p>Geology Case: The Blue and Red</p>												<p>Geology Case: TPO thru mid Dec</p>											
<p>Geology Case: The Blue and Red</p>												<p>Geology Case: TPO thru mid Dec</p>											
<p>Geology Case: The Blue and Red</p>												<p>Geology Case: TPO thru mid Dec</p>											
<p>Geology Case: The Blue and Red</p>												<p>Geology Case: TPO thru mid Dec</p>											
<p>Geology Case: The Blue and Red</p>												<p>Geology Case: TPO thru mid Dec</p>											
<p>Geology Case: The Blue and Red</p>												<p>Geology Case: TPO thru mid Dec</p>											
<p>Geology Case: The Blue and Red</p>												<p>Geology Case: TPO thru mid Dec</p>											
<p>Geology Case: The Blue and Red</p>												<p>Geology Case: TPO thru mid Dec</p>											
<p>Geology Case: The Blue and Red</p>												<p>Geology Case: TPO thru mid Dec</p>											
<p>Geology Case: The Blue and Red</p>												<p>Geology Case: TPO thru mid Dec</p>											
<p>Geology Case: The Blue and Red</p>												<p>Geology Case: TPO thru mid Dec</p>											
<p>Geology Case: The Blue and Red</p>												<p>Geology Case: TPO thru mid Dec</p>											
<p>Geology Case: The Blue and Red</p>												<p>Geology Case: TPO thru mid Dec</p>											
<p>Geology Case: The Blue and Red</p>												<p>Geology Case: TPO thru mid Dec</p>											
<p>Geology Case: The Blue and Red</p>												<p>Geology Case: TPO thru mid Dec</p>											
<p>Geology Case: The Blue and Red</p>												<p>Geology Case: TPO thru mid Dec</p>											
<p>Geology Case: The Blue and Red</p>												<p>Geology Case: TPO thru mid Dec</p>											
<p>Geology Case: The Blue and Red</p>												<p>Geology Case: TPO thru mid Dec</p>											
<p>Geology Case: The Blue and Red</p>												<p>Geology Case: TPO thru mid Dec</p>											
<p>Geology Case: The Blue and Red</p>												<p>Geology Case: TPO thru mid Dec</p>											
<p>Geology Case: The Blue and Red</p>												<p>Geology Case: TPO thru mid Dec</p>											
<p>Geology Case: The Blue and Red</p>												<p>Geology Case: TPO thru mid Dec</p>											
<p>Geology Case: The Blue and Red</p>												<p>Geology Case: TPO thru mid Dec</p>											
<p>Geology Case: The Blue and Red</p>												<p>Geology Case: TPO thru mid Dec</p>											
<p>Geology Case: The Blue and Red</p>												<p>Geology Case: TPO thru mid Dec</p>											
<p>Geology Case: The Blue and Red</p>												<p>Geology Case: TPO thru mid Dec</p>											
<p>Geology Case: The Blue and Red</p>												<p>Geology Case: TPO thru mid Dec</p>											
<p>Geology Case: The Blue and Red</p>												<p>Geology Case: TPO thru mid Dec</p>											
<p>Geology Case: The Blue and Red</p>												<p>Geology Case: TPO thru mid Dec</p>											
<p>Geology Case: The Blue and Red</p>												<p>Geology Case: TPO thru mid Dec</p>											
<p>Geology Case: The Blue and Red</p>												<p>Geology Case: TPO thru mid Dec</p>											
<p>Geology Case: The Blue and Red</p>												<p>Geology Case: TPO thru mid Dec</p>											
<p>Geology Case: The Blue and Red</p>												<p>Geology Case: TPO thru mid Dec</p>											
<p>Geology Case: The Blue and Red</p>												<p>Geology Case: TPO thru mid Dec</p>											
<p>Geology Case: The Blue and Red</p>												<p>Geology Case: TPO thru mid Dec</p>											
<p>Geology Case: The Blue and Red</p>												<p>Geology Case: TPO thru mid Dec</p>											
<p>Geology Case: The Blue and Red</p>												<p>Geology Case: TPO thru mid Dec</p>											
<p>Geology Case: The Blue and Red</p>												<p>Geology Case: TPO thru mid Dec</p>											



2017 Neville Public Museum Exhibit Budget Request to Neville Public Museum Foundation	2017 2017 Budget	YTD Actual	YTD Actual Plus Est Final
Green Bay Art Colony Inspirations from the Neville (includes January reception costs)	\$1,500.00		
<i>Alice in Dairyland: Wisconsin's Agricultural Ambassador</i>	\$10,000.00		
<i>Estamos Aquí: Celebrating Latino Identity in Northeast Wisconsin</i> (includes reception costs)	\$27,000.00		
Artistic Discovery: 2017 Congressional Art	\$250.00		
72th Art Annual (includes award costs)	\$4,000.00		
<i>Permian Monsters: Life before the Dinosaurs</i> \$49,000 rental, \$6000 shipping plus reception	\$56,000.00		
<i>Neon Darkness Electrified</i> \$24,000 rental plus not to exceed \$3000 delivery/hourly fees/\$1000 reception/\$4000 graphic/construction	\$32,000.00		
<i>The Initiated Eye: Secrets, Symbols, Freemasonry and the Architecture of Washington, DC</i> (\$17,120 shipping, \$1,880 fabrication, \$1000 reception NPMF TBD)	\$20,000.00		
Holiday Memories (includes reception NPMF TBD)	\$6,000.00		
Main Exhibit Gallery Upgrades CY2017	\$4,000.00		
First Floor Hallway	\$1,000.00		
Mezzanine	\$2,000.00		
Deposits	\$2,000.00		
Total Exhibits	\$165,750.00	\$0.00	\$0.00

Programing: Education and Events

\$7,500.00

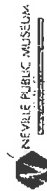
Grand Total Exhibits/Programs

\$173,250.00

\$0.00

\$0.00

Neville Public Museum Promotion Budget Brown County Funded				
	2017 Budget	2017 YTD Actual	In-kind support	Notes
FY 16 Green Bay Art Colony: inspirations from the Neville (replaces Eyes on the Sky installation November 7, 2016) 15x15 outdoor banner includes installation	\$0.00			
Pylon 71st Art Annual double outdoor banner (replaces Embroiders Guild installation January 9, 2017) *picked up museum staff and installed by museum staff	\$529.00			
Alice in Dairy land: Wisconsin's Agricultural Ambassador 15x8 (replaces Holiday Memories installation January 18, 2017)	\$800.00			
Estamos Aqui (replaces Fort Howard installation April 3, 2017) 15x15 outdoor banner	\$800.00			
NEON (replaces Green Bay Art Colony: Inspirations from the Neville installation April 3, 2017) 15x15 outdoor banner	\$800.00			
Pylon: The Initialed Eye double outdoor banner (replaces 71st Art Annual installation June 5, 2017) *picked up museum staff and installed by museum staff	\$529.00			
Permian Monsters: Life before Dinosaurs 15x 8 (replaces Alice in Dairy land installation July 10, 2017)	\$800.00			
Greater Green Bay Visitors and Convention Tourism Guide 1/8 page ad Due October 1st	\$750.00			
Greater Green Bay Visitors and Convention bureau fee and brochure placement fee	\$450.00			
Downtown Green Bay Inc, Sponsorship	\$3,000.00			
Constant Contact Newsletter -Education Program need	\$282.00			
Wisconsin Fun ad Spring 2017 (due February 1st) & Fall 2017 (due August 1st)	\$1,000.00			
Voyager Magazine 2 ads (\$204.30) Winter/Spring 2017 (Due October 1st) Summer/Fall 2017 (due March 1st)	\$415.00			
Fox Cities Magazine Listing January and September	\$200.00			
Fox Cities KidBiz March 2016	\$95.00			
4th quarter marketing Y Magazine	\$250.00			
Green Bay Metro (Bridging Fall 12 months Fall / Estamos Aqui 12months fall) Approx. \$1,100 per campaign	\$2,200.00			
Press Gazette Media: 199 things to do ad	\$200.00			
Promotion of Snapshots in Time photo sales	\$500.00			
Outreach banners	\$500.00			
Outdoor Sculpture Signage (Renco Machine will charge for materials and we need to determine uniform installation	\$1,000.00			
WFRV general brand (177 :15)	\$4,000.00		Supporting Alice in Dairyland, Neon, and Permian Monsters	
WBAY: Estamos Aqui *start in April	\$4,000.00			
WAUN La Mas Grande 92.7 96.9 98.9 FM Green Bay WI (May, July, October)	\$2,040.00			
Green Bay Bullfrogs promotion	\$2,500.00			
Fixed Promotions Costs	\$27,840.00			



Neville Public Museum 2017 Promotions
General Brand
Communities - Connecting Generations

	January	February	March	April	May	June	July	August	September	October	November	December
	WFRV, GBCO/B Attractions Guide, Metro, Fox Cities listing, Constant Contact, Facebook, Instagram, Twitter, Website, YouTube, Newsletters Guide listing, DGB Inc. Winter in the City Guide, Bay Book, Trolley Tours Brochure	Voyager Magazine 14 WFRV, Metro, GBCO/B Attractions Guide, Fox Cities listing, Constant Contact, Facebook, Instagram, Twitter, Website, YouTube, Newsletters Guide listing, DGB Inc. Winter in the City Guide, Bay Book, Trolley Tours Brochure	WFRV, Metro, GBCO/B Attractions Guide, Fox Cities listing, Constant Contact, Facebook, Instagram, Twitter, Website, YouTube, Newsletters Guide listing, DGB Inc. Winter in the City Guide, Bay Book, Trolley Tours Brochure	WFRV, Metro, GBCO/B Attractions Guide, Constant Contact, Facebook, Instagram, Twitter, Website, YouTube, Newsletters Guide listing, DGB Inc. Winter in the City Guide, Bay Book, Trolley Tours Brochure	WFRV, Metro, GBCO/B Attractions Guide, Constant Contact, Facebook, Instagram, Twitter, Website, YouTube, Newsletters Guide listing, DGB Inc. Summer in the City Guide, Bay Book, Trolley Tours Brochure	WFRV, Metro, GBCO/B Attractions Guide, Constant Contact, Facebook, Instagram, Twitter, Website, YouTube, Newsletters Guide listing, DGB Inc. Summer in the City Guide, Bay Book, Trolley Tours Brochure	WFRV, Metro, GBCO/B Attractions Guide, Constant Contact, Facebook, Instagram, Twitter, Website, YouTube, Newsletters Guide listing, DGB Inc. Summer in the City Guide, Bay Book, Trolley Tours Brochure	WFRV, Metro, GBCO/B Attractions Guide, Constant Contact, Facebook, Instagram, Twitter, Website, YouTube, Newsletters Guide listing, DGB Inc. Summer in the City Guide, Bay Book, Trolley Tours Brochure	WFRV, Metro, GBCO/B Attractions Guide, Constant Contact, Facebook, Instagram, Twitter, Website, YouTube, Newsletters Guide listing, DGB Inc. Summer in the City Guide, Bay Book, Trolley Tours Brochure	Voyager Magazine 14, WFRV, Metro, GBCO/B Attractions Guide, Constant Contact, Facebook, Instagram, Twitter, Website, YouTube, Newsletters Guide listing, DGB Inc. Summer in the City Guide, Bay Book, Trolley Tours Brochure	WFRV, Metro, GBCO/B Attractions Guide, Constant Contact, Facebook, Instagram, Twitter, Website, YouTube, Newsletters Guide listing, DGB Inc. Summer in the City Guide, Bay Book, Trolley Tours Brochure	WFRV, Metro, GBCO/B Attractions Guide, Constant Contact, Facebook, Instagram, Twitter, Website, YouTube, Newsletters Guide listing, DGB Inc. Summer in the City Guide, Bay Book, Trolley Tours Brochure

WFRV, Metro, billboard, Constant Contact, Facebook, Instagram, Twitter, Website, YouTube, Newsletters Guide listing

Life and Death at Fort Howard: 200th Anniversary of Fort Howard

Community Partnership, internal promotion

Great Bay Art Colony Inspirations from the Neville

Community Partnership, internal promotion

Alice in Dairyland: Wisconsin's Agricultural Ambassador

WFRV, Winter Farmers Market, Constant Contact, Facebook, Instagram, Twitter, Website, YouTube, Newsletters Guide listing

22nd Art Annual

Estimote Avia: Celebrating Latino Identity in Northwest Wisconsin

Community Partnership, internal promotion, Art

The Indusian Eye: Secrets, Symbols, Firearmers and the Architecture of Washington, DC

Community Partnership, WFRV, Metro, Constant Contact, Facebook, Instagram, Twitter, Website

More Darkness Identified

WFRV, Constant Contact, Facebook, Instagram, Twitter, Website, YouTube, Newcomers Guide listing

WFRV, Constant Contact, Facebook, Instagram, Twitter, Website, YouTube, Newcomers Guide listing

WFRV, Constant Contact, Facebook, Instagram, Twitter, Website, YouTube, Newcomers Guide listing

WFRV, Constant Contact, Facebook, Instagram, Twitter, Website, YouTube, Newcomers Guide listing

Permanence: Life before the

WFRV, Constant Contact, Facebook, Instagram, Twitter, Website, YouTube, Newcomers Guide listing

WFRV, Constant Contact, Facebook, Instagram, Twitter, Website, YouTube, Newcomers Guide listing

WFRV, Constant Contact, Facebook, Instagram, Twitter, Website, YouTube, Newcomers Guide listing

WFRV, Constant Contact, Facebook, Instagram, Twitter, Website, YouTube, Newcomers Guide listing

Holiday Memories: Prange's Christmas

WFRV, Constant Contact, Facebook, Instagram, Twitter, Website, YouTube, Newcomers Guide listing

WFRV, Constant Contact, Facebook, Instagram, Twitter, Website, YouTube, Newcomers Guide listing

WFRV, Constant Contact, Facebook, Instagram, Twitter, Website, YouTube, Newcomers Guide listing

WFRV, Constant Contact, Facebook, Instagram, Twitter, Website, YouTube, Newcomers Guide listing

Programming

WFRV, Constant Contact, Facebook, Instagram, Twitter, Website, YouTube, Newcomers Guide listing

WFRV, Constant Contact, Facebook, Instagram, Twitter, Website, YouTube, Newcomers Guide listing

WFRV, Constant Contact, Facebook, Instagram, Twitter, Website, YouTube, Newcomers Guide listing

WFRV, Constant Contact, Facebook, Instagram, Twitter, Website, YouTube, Newcomers Guide listing

Room Rentals

Art Glass Outreach

Art Street Outreach

Snapshots in Time

WFRV, Constant Contact, Facebook, Instagram, Twitter, Website, YouTube, Newcomers Guide listing

WFRV, Constant Contact, Facebook, Instagram, Twitter, Website, YouTube, Newcomers Guide listing

WFRV, Constant Contact, Facebook, Instagram, Twitter, Website, YouTube, Newcomers Guide listing

WFRV, Constant Contact, Facebook, Instagram, Twitter, Website, YouTube, Newcomers Guide listing



17b

**BROWN COUNTY
BOARD OF SUPERVISORS
COURT HOUSE
GREEN BAY, WISCONSIN**

BROWN COUNTY BOARD OF SUPERVISORS

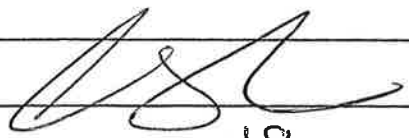
Meeting Date: 11-2-16

Agenda No. : ~~B (D) 4~~ New

Motion from the Floor

I make the following motion:

To provide ~~\$15,000 per year~~ ^{to contract} ~~services~~
~~to provide~~ for ice and snow removal on the
paved portion of the Fox River Trail, ~~the~~

Signed: 

District No.: 18

(Please deliver to the County Clerk after the motion is made for recording into the minutes.)

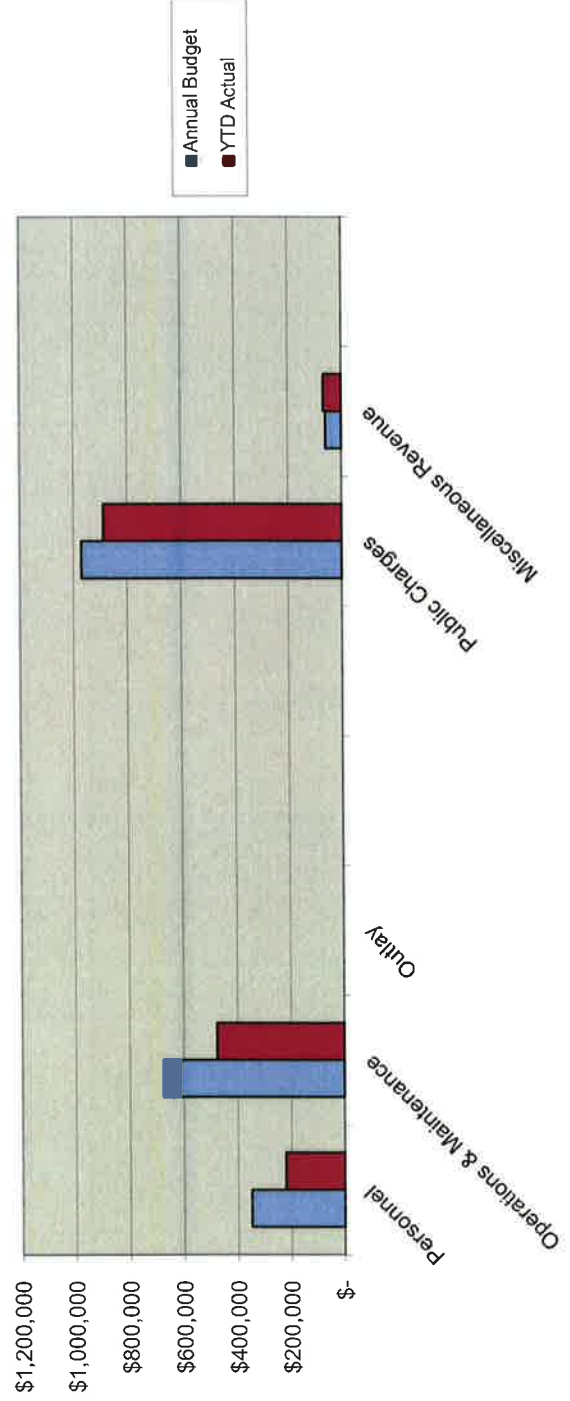
9/30/2016

	Annual Budget	YTD Budget	YTD %
Personnel	\$ 349,471	\$ 222,374	64%
Operations & Maintenance	\$ 675,068	\$ 476,589	71%
Outlay	\$ -	\$ -	0%
Public Charges	\$ 971,100	\$ 888,513	91%
Miscellaneous Revenue	\$ 58,500	\$ 66,871	114%
Public Charges consists of the following			
Green Fees	\$ 670,000.00	\$ 606,620.00	91%
Cart Fees	\$ 210,000.00	\$ 208,944.00	99%
Concessions	\$ 90,000.00	\$ 72,950.00	81%

HIGHLIGHTS:

The Golf Course is a seasonal operation that operates April through November. All expenses and revenues are well within budgeted amounts.

Golf Course Budget Analysis September 30, 2016



GOLF COURSE FINANCIAL STATISTICS
For OCTOBER, 2016



GOLF COURSE REVENUE:

	OCTOBER ROUNDS	OCTOBER REVENUE	YEAR TO DATE ROUNDS	YEAR TO DATE REVENUE
2016	2,466	\$ 52,794.50	32159*	\$ 797,243.50
2015	2,169	\$ 44,153.50	33522**	\$ 811,846.75
2014	1,881	\$ 38,218.00	29658***	\$ 732,654.47
TOTAL SEASON PASS REVENUE				
2016	\$	121,292.90		
2015	\$	117,393.41		
2014	\$	112,464.52		

PRO-SHOP SHARED REVENUE (CARTS):

	OCTOBER COUNTY SHARE	YEAR TO DATE COUNTY SHARE
2016	\$ 12,992.20	\$ 169,426.50
2015	\$ 11,107.20	\$ 166,875.40
2014	\$ 8,930.70	\$ 143,858.70

SAFARI STEAKHOUSE SHARED REVENUE:

	OCTOBER COUNTY SHARE	YEAR TO DATE COUNTY SHARE
2016	\$ 9,317.30	\$ 74,866.79
2015	\$ 9,344.20	\$ 74,153.30
2014	\$ 9,727.23	\$ 78,405.78

Golf Course Opening Day
2016 *April 15th
2015 **April 10th
2014 ***April 23rd

Golf Course Superintendent's Report

November 17th, 2016

During the months of October and November here are a few highlights of things that were done:

1. Golf Course Update
 - a. Golf Course is still open as I write this
2. Golf Course Maintenance
 - a. Fairways have been aerified
 - b. #3 tee has been completed
 - c. All snow mold products have been applied
 - d. Irrigation system has been blown out
 - e. Everything has been brought in off the golf course
3. Upcoming Projects and Maintenance
 - a. Tree trimming and removal will occur during the winter months
 - b. Pond Dredging
 - c. All winter maintenance will be start on equipment
4. Friends of Brown County Golf Course
 - a. Donated \$850.00 in November
 - i. Will be used to purchase new rakes for bunkers
5. Tee project for 2017
 - a. I will be meeting with purchasing to get an architect on board
 - i. This should will be done this winter
 - ii. I am thinking we should do this in the spring
 - iii. Open in Fall??

Brown County Parks Budget Status Report

9/30/2016 - UNAUDITED

Expenses

	Amended Budget	YTD Actual	Percent of Budget
Personnel Costs	\$ 1,071,312	777,865	73%
Operating Expenses	\$ 690,119	456,097	66%
Utilities	\$ 142,390	63,084	44%
Outlay	\$ 703,686	62,285	9%

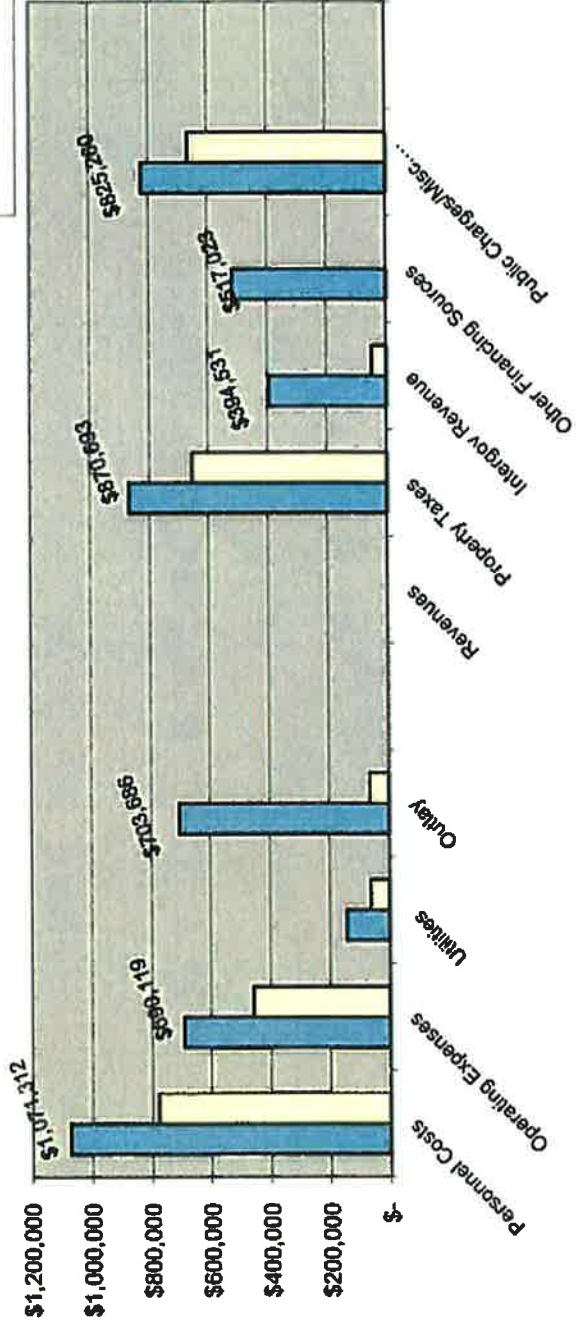
Revenues

	Amended Budget	YTD Actual	Percent of Budget
Property Taxes	\$ 870,693	653,020	75%
Intergov Revenue	\$ 394,531	47,975	12%
Other Financing Sources	\$ 517,023	0	0%
Public Charges/Misc. Revenue	\$ 825,260	665,212	81%

*Outlay expenses are connected with grants and other financing sources (revenue). (i.e. Bay Shore electrical upgrades, Fonterek gate, completion of ski trail lighting and Barkhausen habitat grant.)

General Fund -Parks September 2016

■ Amended Budget ■ YTD Actual





Budget by Account Classification Report

Through 09/30/16
Prior Fiscal Year Activity Included
Summary Listing

Account Classification	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
Fund 100 - GF									
REVENUE									
Property taxes	870,693.00	.00	870,693.00	72,557.75	.00	653,019.75	217,673.25	75	895,700.00
Intergov Revenue	353,865.00	40,666.00	394,531.00	.00	.00	47,975.00	346,556.00	12	133,826.84
Public Charges	742,121.00	.00	742,121.00	71,243.75	.00	658,922.34	83,198.66	89	753,650.78
Miscellaneous Revenue	3,139.00	80,000.00	83,139.00	697.69	.00	6,290.09	76,848.91	8	15,550.56
Other Financing Sources	394,944.00	122,079.00	517,023.00	.00	.00	.00	517,023.00	0	155,307.44
REVENUE TOTALS	\$2,364,762.00	\$242,745.00	\$2,607,507.00	\$144,499.19	\$0.00	\$1,366,207.18	\$1,241,299.82	52%	\$1,954,035.62
EXPENSE									
Personnel Costs	1,071,312.00	.00	1,071,312.00	79,945.87	.00	777,865.27	293,446.73	73	1,033,853.75
Operating Expenses	737,509.00	95,000.00	832,509.00	54,705.57	6,868.81	519,181.25	306,458.94	63	722,964.18
Outlay	555,941.00	147,745.00	703,686.00	4,324.07	53,011.18	9,274.07	641,400.75	9	196,803.66
EXPENSE TOTALS	\$2,364,762.00	\$242,745.00	\$2,607,507.00	\$138,975.51	\$59,879.99	\$1,306,320.59	\$1,241,306.42	52%	\$1,953,621.59
Fund 100 - GF Totals									
REVENUE TOTALS	2,364,762.00	242,745.00	2,607,507.00	144,499.19	.00	1,366,207.18	1,241,299.82	52	1,954,035.62
EXPENSE TOTALS	2,364,762.00	242,745.00	2,607,507.00	138,975.51	59,879.99	1,306,320.59	1,241,306.42	52	1,953,621.59
Fund 100 - GF Totals	\$0.00	\$0.00	\$0.00	\$5,523.68	(\$59,879.99)	\$59,886.59	(\$6.60)		\$414.03
Fund 120 - Park Donations									
REVENUE									
Intergov Revenue	.00	.00	.00	.00	.00	.00	.00	+++	.00
Miscellaneous Revenue	7,800.00	.00	7,800.00	40.97	.00	654.05	7,145.95	8	1,031.84
Other Financing Sources	.00	.00	.00	.00	.00	.00	.00	+++	.00
REVENUE TOTALS	\$7,800.00	\$0.00	\$7,800.00	\$40.97	\$0.00	\$654.05	\$7,145.95	8%	\$1,031.84
EXPENSE									
Operating Expenses	17,500.00	.00	17,500.00	.00	.00	7,273.70	10,226.30	42	8,324.54
Outlay	18,000.00	.00	18,000.00	.00	.00	1,225.84	16,774.16	7	.00
EXPENSE TOTALS	\$35,500.00	\$0.00	\$35,500.00	\$0.00	\$0.00	\$8,499.54	\$27,000.46	24%	\$8,324.54
Fund 120 - Park Donations Totals									
REVENUE TOTALS	7,800.00	.00	7,800.00	40.97	.00	654.05	7,145.95	8	1,031.84
EXPENSE TOTALS	35,500.00	.00	35,500.00	.00	.00	8,499.54	27,000.46	24	8,324.54
Fund 120 - Park Donations Totals	(\$27,700.00)	\$0.00	(\$27,700.00)	\$40.97	\$0.00	(\$7,845.49)	(\$19,854.51)		(\$7,292.70)
Fund 121 - Boat Landing									
REVENUE									
Public Charges	110,250.00	.00	110,250.00	14,538.52	.00	99,950.23	10,299.77	91	112,938.94
Miscellaneous Revenue	.00	.00	.00	.00	.00	.00	.00	+++	.00
REVENUE TOTALS	\$110,250.00	\$0.00	\$110,250.00	\$14,538.52	\$0.00	\$99,950.23	\$10,299.77	91%	\$112,938.94
EXPENSE									
Operating Expenses	250,464.00	.00	250,464.00	8,009.81	5,601.04	60,483.61	184,379.35	26	176,854.39
Outlay	33,000.00	.00	33,000.00	.00	.00	.00	33,000.00	0	.00



Budget by Account Classification Report

Through 09/30/16
Prior Fiscal Year Activity Included
Summary Listing

Account Classification	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
Fund 121 - Boat Landing									
EXPENSE TOTALS	\$283,464.00	\$0.00	\$283,464.00	\$8,009.81	\$5,601.04	\$60,483.61	\$217,379.35	23%	\$176,854.39
Fund 121 - Boat Landing Totals									
REVENUE TOTALS	110,250.00	.00	110,250.00	14,538.52	.00	99,950.23	10,299.77	91	112,938.94
EXPENSE TOTALS	283,464.00	.00	283,464.00	8,009.81	5,601.04	60,483.61	217,379.35	23	176,854.39
Fund 121 - Boat Landing Totals									
EXPENSE TOTALS	(\$173,214.00)	\$0.00	(\$173,214.00)	\$6,528.71	(\$5,601.04)	\$39,466.62	(\$207,079.58)		(\$63,915.45)
Fund 122 - Cross Country Ski									
REVENUE									
Public Charges	27,500.00	.00	27,500.00	.00	.00	37,659.92	(10,159.92)	137	12,621.37
Miscellaneous Revenue	25.00	.00	25.00	.00	.00	30.00	(5.00)	120	10.00
EXPENSE									
Operating Expenses	\$27,525.00	\$0.00	\$27,525.00	\$0.00	\$0.00	\$37,689.92	(\$10,164.92)	137%	\$12,631.37
Outlay	38,750.00	.00	38,750.00	1,134.15	.00	6,767.85	31,982.15	17	15,092.96
	.00	36,000.00	36,000.00	.00	.00	.00	36,000.00	0	23,872.57
EXPENSE TOTALS	\$38,750.00	\$36,000.00	\$74,750.00	\$1,134.15	\$0.00	\$6,767.85	\$67,982.15	9%	\$38,965.53
Fund 122 - Cross Country Ski Totals									
REVENUE TOTALS	27,525.00	.00	27,525.00	.00	.00	37,689.92	(10,164.92)	137	12,631.37
EXPENSE TOTALS	38,750.00	36,000.00	74,750.00	1,134.15	.00	6,767.85	67,982.15	9	38,965.53
Fund 122 - Cross Country Ski Totals									
EXPENSE TOTALS	(\$11,225.00)	(\$36,000.00)	(\$47,225.00)	(\$1,134.15)	\$0.00	\$30,922.07	(\$78,147.07)		(\$26,334.16)
Fund 123 - Park Land & Building Acquisition									
REVENUE									
Public Charges	18,000.00	.00	18,000.00	.00	.00	.00	18,000.00	0	.00
Miscellaneous Revenue	.00	.00	.00	.00	.00	.00	.00	+++	.00
Other Financing Sources	.00	.00	.00	.00	.00	.00	.00	+++	.00
EXPENSE									
Operating Expenses	\$18,000.00	\$0.00	\$18,000.00	\$0.00	\$0.00	\$0.00	\$18,000.00	0%	\$0.00
Outlay	7,500.00	.00	7,500.00	.00	.00	.00	7,500.00	0	.00
	.00	.00	.00	.00	.00	.00	.00	+++	.00
EXPENSE TOTALS	\$7,500.00	\$0.00	\$7,500.00	\$0.00	\$0.00	\$0.00	\$7,500.00	0%	\$0.00
Fund 123 - Park Land & Building Acquisition Totals									
REVENUE TOTALS	18,000.00	.00	18,000.00	.00	.00	.00	18,000.00	0	.00
EXPENSE TOTALS	7,500.00	.00	7,500.00	.00	.00	.00	7,500.00	0	.00
Fund 123 - Park Land & Building Acquisition Totals									
EXPENSE TOTALS	\$10,500.00	\$0.00	\$10,500.00	\$0.00	\$0.00	\$0.00	\$10,500.00		\$0.00
Fund 124 - Rails to Trails									
REVENUE									
Intergov Revenue	.00	.00	.00	.00	.00	.00	.00	+++	92,733.00
Public Charges	100,600.00	.00	100,600.00	5,786.43	.00	80,165.35	20,434.65	80	87,699.64
Miscellaneous Revenue	1,000.00	12,000.00	13,000.00	501.00	.00	1,589.15	11,410.85	12	447.00



Budget by Account Classification Report

Through 09/30/16
Prior Fiscal Year Activity Included
Summary Listing

Account Classification	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
Fund 124 - Rails to Trails									
REVENUE									
Other Financing Sources									
EXPENSE									
Operating Expenses									
Outlay									
REVENUE TOTALS	\$101,600.00	\$12,000.00	\$113,600.00	\$6,287.43	\$0.00	\$81,754.50	\$31,845.50	72%	\$180,879.64
EXPENSE TOTALS	\$117,549.00	\$12,000.00	\$129,549.00	\$11,898.38	\$0.00	\$53,576.55	\$75,972.45	41%	48,843.66
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	105,965.66
	\$117,549.00	\$12,000.00	\$129,549.00	\$11,898.38	\$0.00	\$53,576.55	\$75,972.45	41%	\$154,809.32
Fund 124 - Rails to Trails Totals									
REVENUE TOTALS	101,600.00	12,000.00	113,600.00	6,287.43	.00	81,754.50	31,845.50	72	180,879.64
EXPENSE TOTALS	117,549.00	12,000.00	129,549.00	11,898.38	.00	53,576.55	75,972.45	41	154,809.32
	(\$15,949.00)	\$0.00	(\$15,949.00)	(\$5,610.95)	\$0.00	\$28,177.95	(\$44,126.95)		\$26,070.32
Fund 125 - Veteran's Memorial Complex Lease									
REVENUE									
Public Charges									
EXPENSE									
Operating Expenses									
REVENUE TOTALS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
EXPENSE TOTALS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
Fund 125 - Veteran's Memorial Complex Lease Totals									
REVENUE TOTALS	.00	.00	.00	.00	.00	.00	.00	+++	.00
EXPENSE TOTALS	.00	.00	.00	.00	.00	.00	.00	+++	.00
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00
Fund 415 - Fairground Improvement Plan									
REVENUE									
Other Financing Sources									
EXPENSE									
Operating Expenses									
Outlay									
REVENUE TOTALS	300,000.00	\$0.00	300,000.00	\$0.00	.00	300,000.00	\$0.00	100%	\$0.00
EXPENSE TOTALS	\$300,000.00	\$0.00	\$300,000.00	\$0.00	\$0.00	\$300,000.00	\$0.00	100%	\$0.00
	.00	.00	.00	99,370.25	.00	99,868.99	(99,868.99)	+++	.00
	300,000.00	.00	300,000.00	5,528.88	4,200.00	5,528.88	290,271.12	3	.00
	\$300,000.00	\$0.00	\$300,000.00	\$104,899.13	\$4,200.00	\$105,397.87	\$190,402.13	37%	\$0.00
Fund 415 - Fairground Improvement Plan Totals									
REVENUE TOTALS	300,000.00	.00	300,000.00	.00	.00	300,000.00	.00	100	.00
EXPENSE TOTALS	300,000.00	.00	300,000.00	104,899.13	4,200.00	105,397.87	190,402.13	37	.00
	\$0.00	\$0.00	\$0.00	(\$104,899.13)	(\$4,200.00)	\$194,602.13	(\$190,402.13)		\$0.00
Fund 643 - Adventure Park									
REVENUE									
Public Charges									
REVENUE TOTALS	287,750.00	.00	287,750.00	27,492.59	.00	191,552.90	96,197.10	67	237,854.78



Budget by Account Classification Report

Through 09/30/16
Prior Fiscal Year Activity Included
Summary Listing

Account Classification	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
Fund 643 - Adventure Park									
REVENUE									
Miscellaneous Revenue	.00	.00	.00	(49.22)	.00	92.79	(92.79)	+++	695.24
Other Financing Sources	.00	.00	.00	.00	.00	.00	.00	+++	.00
REVENUE TOTALS	\$287,750.00	\$0.00	\$287,750.00	\$27,443.37	\$0.00	\$191,645.69	\$96,104.31	67%	\$238,550.02
EXPENSE									
Personnel Costs	152,417.00	.00	152,417.00	12,656.20	.00	125,779.71	26,637.29	83	118,193.67
Operating Expenses	136,874.00	.00	136,874.00	6,676.13	.00	57,405.07	79,468.93	42	81,634.35
Outlay	.00	.00	.00	.00	.00	.00	.00	+++	.00
EXPENSE TOTALS	\$289,291.00	\$0.00	\$289,291.00	\$19,332.33	\$0.00	\$183,184.78	\$106,106.22	63%	\$199,828.02
Fund 643 - Adventure Park Totals									
REVENUE TOTALS	287,750.00	.00	287,750.00	27,443.37	.00	191,645.69	96,104.31	67	238,550.02
EXPENSE TOTALS	289,291.00	.00	289,291.00	19,332.33	.00	183,184.78	106,106.22	63	199,828.02
Fund 643 - Adventure Park Totals	(\$1,541.00)	\$0.00	(\$1,541.00)	\$8,111.04	\$0.00	\$8,460.91	(\$10,001.91)		\$38,722.00
Grand Totals									
REVENUE TOTALS	3,217,687.00	254,745.00	3,472,432.00	192,809.48	.00	2,077,901.57	1,394,530.43	60	2,500,067.43
EXPENSE TOTALS	3,436,816.00	290,745.00	3,727,561.00	284,249.31	69,681.03	1,724,230.79	1,933,649.18	48	2,532,403.39
Grand Totals	(\$219,129.00)	(\$36,000.00)	(\$255,129.00)	(\$91,439.83)	(\$69,681.03)	\$353,670.78	(\$539,118.75)		(\$32,335.96)

5

December 21, 2016

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

**RESOLUTION TO CONSENT TO A TRAIL ACCESS PERMIT BETWEEN
THE WISCONSIN DEPARTMENT OF NATURAL RESOURCES AND LLP
AGRICULTURAL PARTNERS, LLC FOR AGRICULTURAL CROSSING PURPOSES**

WHEREAS, Brown County ("County") is the holder of a Trail Management Easement interest regarding the Fox River State Trail ("Trail"). In particular, said easement interest affords the Brown County Parks Department ("Trail Manager") to construct, develop, maintain and operate the Trail; and

WHEREAS, In accordance with said Trail Management Easement, as well as other documents relating thereto, the County is required to consent to any additional easements/access permits granted by the owner of the Trail, the Wisconsin Department of Natural Resources ("DNR"), as more fully described in the Access Permit attached hereto and incorporated herein by reference, provided that the Trail Manager, who has final authority over issues relating to the management of the trail corridor, is notified and consulted with in advance; and

WHEREAS, Upon due notification to and consultation with the Trail Manager, the DNR, as Grantor, now desires to enter into said Access Permit with LLP Agricultural Partners, LLC, Grantee, to allow Grantee install and use a perpendicular crossing on the corridor of the Trail in a manner more fully described therein; and

WHEREAS, Pursuant to said Access Permit, Grantee is required, among various other obligations and duties, to submit a construction plan for the crossing to the Trail Manager, and Grantee may not construct the crossing unless and until written approval of said plan is received from the Trail Manager, and all necessary permits, approvals, and licenses are obtained. In addition, Grantee must comply with all applicable federal, state, and local statutes, regulations, rules, and ordinances regarding exercising any and all rights granted by said Access Permit.

NOW, THEREFORE, BE IT RESOLVED that the Brown County Board of Supervisors hereby authorizes the Brown County Executive to execute the *Consent to Access Permit* portion of said Access Permit (found on Page 10 of said Access Permit), allowing for said Access Permit to be granted by the DNR, Grantor, to LLP Agricultural Partners, LLC, Grantee.

Respectfully submitted,

EDUCATION & RECREATION COMMITTEE

Approved By:

TROY STRECKENBACH
COUNTY EXECUTIVE

Date Signed: _____

Authored by Parks Department

Approved by Corporation Counsel's Office

Fiscal Note: This resolution does not require an appropriation from the General Fund.

BOARD OF SUPERVISORS ROLL CALL # _____

Motion made by Supervisor _____

Seconded by Supervisor _____

SUPERVISORS	DIST. #	AYES	NAYS	ABSTAIN	EXCUSED
SIEBER	1				
DE WANE	2				
NICHOLSON	3				
HOYER	4				
GRUSZYNSKI	5				
LEFEBVRE	6				
ERICKSON	7				
ZIMA	8				
EVANS	9				
VANDER LEEST	10				
BUCKLEY	11				
LANDWEHR	12				
DANTINNE, JR	13				

SUPERVISORS	DIST. #	AY ES	NAYS	ABSTAIN	EXCUSED
BRUSKY	14				
BALLARD	15				
KASTER	16				
VAN DYCK	17				
LINSEN	18				
KNEISZEL	19				
CLANCY	20				
CAMPBELL	21				
MOYNIHAN, JR.	22				
BLOM	23				
SCHADEWALD	24				
LUND	25				
BECKER	26				

Total Votes Cast _____

Motion: Adopted _____ Defeated _____ Tabled _____

PARK DEPARTMENT

Brown County



1150 BELLEVUE STREET, RM 151
GREEN BAY, WI 54302

PHONE (920) 448-4464 FAX (920)448-4054

E-MAIL KRIESE_MM@CO.BROWN.WI.US

MATTHEW M. KRIESE

ASSISTANT PARK DIRECTOR

RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

DATE: October 17, 2016
REQUEST TO: Education and Recreation Committee
MEETING DATE: November 17, 2016
REQUEST FROM: Matt Kriese
Assistant Park Director

REQUEST TYPE: ☒ New resolution ☐ Revision to resolution
 ☐ New ordinance ☐ Revision to ordinance

TITLE: RESOLUTION TO APPROVE A CONSENT TO AN ACCESS PERMIT RELATED TO AN AGRICULTURE CROSSING BETWEEN THE WISCONSIN DEPARTMENT OF NATURAL RESOURCES AND LLP AGRICUTLURAL PARTNERS LLC.

ISSUE/BACKGROUND INFORMATION:

The WDNR needs Brown County as the holder of an easement interest on the Fox River Trail to consent to any access permits that they generate. This trail crossing will not affect Brown County's interest in any way.

ACTION REQUESTED:

Approve the consent to the access permit.

FISCAL IMPACT:

NOTE: *This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.*

Is there a fiscal impact? ☐ Yes ☒ No

If yes, what is the amount of the impact? \$ _____ N/A _____

If part of a bigger project, what is the total amount of the project? \$ _____ N/A _____

Is it currently budgeted? ☐ Yes ☐ No

If yes, in which account? _____ N/A _____

If no, how will the impact be funded? _____ N/A _____

☐ **COPY OF RESOLUTION OR ORDINANCE IS ATTACHED**

6

State of Wisconsin
Department of Natural Resources
Box 7921
Madison, WI 53707

ACCESS PERMIT

Wis. Stat. ss. 23.09(10) and 27.01(2)(g)
Form 2200-17

THIS ACCESS PERMIT is entered into by and between the State of Wisconsin Department of Natural Resources (hereinafter referred to as "Owner") and LLP Agricultural Partners LLC., a limited liability corporation, as their interest may appear (hereinafter referred to as "Permittee").

RECITALS

WHEREAS, the Owner is the successor in title of the former railroad corridor of Wisconsin Central Ltd. known today as the "Fox River State Trail" (hereinafter referred to as the "Trail") on the real property located in Brown County, Wisconsin;

WHEREAS, the Owner has eased the trail management and operations to Brown County (hereinafter named "Trail Manager");

WHEREAS, the Permittee desires an Access Permit for the purpose of ingress and egress, by vehicles used for agriculture, on land owned by the Owner as shown on the attached 'Exhibit A' (hereinafter referred to as the "Trail Crossing or Crossing");

WHEREAS, said non-exclusive Access Permit which shall be a single perpendicular crossing no greater than 30 feet in width across the 100 foot wide Trail, located in Brown County, Wisconsin, described as follows:

Township 21 North, Range 20 East, Wrightstown Township

Section 8: All that part of the SE¼ of the NE¼, and the SW ¼ of the NE ¼ described as:
A strip of land 30 feet wide, being 15 feet on each side of the following described centerline; Commencing at the Southwest Corner of Lot 12 of the Central Greenleaf Assessor's Plat thence S11°12'08"W along the easterly line of the "Fox River State Trail" 180 feet to the Point of Beginning of the centerline of the strip of land being described; thence N78°47'52"W 100 feet to the westerly line of the "Fox River State Trail".

WHEREAS, said 30 foot wide access shall allow the Permittee to obtain ingress and egress for agricultural purposes benefitting lands owned by the Permittee, in Brown County, Wisconsin, described as follows:

Recording Area

Return: Department of Natural Resources
Bureau of Facilities & Land - LF/6
P.O. Box 7921
Madison, WI 53707-7921
Attn: Bill Peterson (LU 7165)

Parcel Identification Number (PIN):

Burdens: W-452
Benefits: W-419, W-460;
W-460-4, W-460-5,
W-461, W-972

Township 21 North, Range 20 East, Wrightstown Township

Section 8: Lot Twelve (12), according to the recorded plat of Central Greenleaf Assessor's Plat, EXCEPTING THEREFROM that part thereof described in Document No. 1592789 (PIN W-972); and

Part of Lot 21 of Central Greenleaf Assessor's Plat, as described in Document No. 2665223 (part of PIN W-460); and

The SE $\frac{1}{4}$ of the NE $\frac{1}{4}$; EXCEPTING THEREFROM all the Wisconsin Department of Natural Resources Trail (PIN W-419); and

Section 9: The NW $\frac{1}{4}$ of the NW $\frac{1}{4}$, EXCEPTING THEREFROM Lots One (1), Two (2), and Three (3), Volume 58 of Certified Survey Maps, Page 360, Map No. 8372, and EXCEPT that part thereof as described in Volume 1086 Records, Page 429, and FURTHER EXCEPTING THEREFROM that part being used or previously conveyed for road purposes (PIN W-460); and

Lots One (1) and Two (2), Volume 58 of Certified Survey Maps, Page 360, Map No. 8372 (PIN W-460-4); and

Lot Three (3), Volume 58 of Certified Survey Maps, Page 360, Map No. 8372 (PIN W-460-5); and

The SW $\frac{1}{2}$ of the NW $\frac{1}{4}$ (PIN W-461);

WHEREAS, this Access Permit shall be in effect for no more than a seven (7) year period, based upon term of Land Contract, as described in Document No. 2654687 recorded on December 20, 2013, commencing the 1st day of September, 2016, and ending the 1st day of December, 2023. Upon fulfillment of said Land Contract, this Access Permit may be extended for additional fifteen (15) year periods on the same terms and conditions upon the written request of the Permittee at least ninety (90) days prior to the expiration of this Access Permit and upon the approval of the Owner provided that the Permittee has complied with all of the terms and conditions of this Access Permit;

NOW, THEREFORE, the Owner, for the sum of Five Hundred Thirty Dollars (\$530.00) and other good and valuable consideration, hereby grants to the Permittee a non-exclusive Access Permit for the purpose of obtaining ingress and egress by vehicles used for agriculture over lands owned by the Owner as shown on the attached "Exhibit A".

It is understood by the Owner and the Permittee that this non-exclusive Access Permit is subject to the following conditions:

1. The Owner and Permittee hereto confirm and agree that the recitals set forth above are true and correct and incorporate the same herein for all purposes.

2. Brown County is the holder of a Trail Management Easement on the Premises for the development and management of the trail by the Brown County Parks Department (hereinafter referred to as the "Trail Manager").
3. Relating to the construction and maintenance of the Trail Crossing:
 - a. The Permittee shall submit a construction plan for the crossing and may not construct the crossing until receiving written approval from the Trail Manager of the approved construction plan. No deviations from this plan will be allowed without the prior written approval of the Owner and shall be subject to and conditioned upon the approval of codes, ordinances, permits and zoning regulations of any units of government with jurisdiction in the described Township.
 - i. The Permittee shall comply with all applicable wetland requirements pertaining to the crossing. The Permittee may visit the Owners web site - <http://dnr.wi.gov/topic/Waterways/construction/wetlands.html> or contact the Waterway and Wetland Policy Coordinator for more information on the wetland permitting process and requirements.
 - ii. The Permittee shall construct and maintain the Crossing elevation at the same elevation as the surface grade of the Trail and be of sufficient length to smooth out all bouncing motion of the Permittee's equipment.
 - iii. Both approaches of the Crossing shall be perpendicular to the Trail to eliminate all turning action on the Trail and eliminate rutting of the Trail.
 - iv. The driving surface, in both directions, of the Crossing shall be constructed and maintained of clean stone of sufficient size and distance to clean out all tires and other parts of the equipment that have accumulated soil, manure, crop residue and other material to prevent any tracking of material onto the Trail. If the stone in the Crossing becomes clogged, the Permittee shall remove the material clogging the stone along with the stone and replace it with fresh clean stone to restore the crossings ability to clean the Permittee's equipment.
 - b. No cutting or trimming of trees shall be done without the prior written approval of the Owner, except that dead and downed trees that obstruct passage on the crossing may be removed without such written approval. Any trees removed from the crossing remain the property of the Owner. All stumps, slash, waste materials and other debris resulting from the maintenance of the crossing shall be disposed of by the Permittee as directed by the Owner.
 - c. The Permittee hereby agrees to cooperate with others to alleviate any drainage and/or environmental problems associated with this Access Permit or to alleviate drainage and/or environmental conditions upon the Premises and other adjacent lands which may be caused by actions of this Access Permit.
 - d. The travel portion of the trail shall be restored to pre-construction, pre-maintenance or better condition, using the same type and quality materials that meet the Department's Trail Design Standards and guidelines and as approved by the Trail Manager.
 - e. Warning signs shall be placed informing trail users of the construction, maintenance activity or as otherwise directed by the Trail Manager. If needed, as determined by the Trail Manager, Permittee shall place passable barricades at entry points for trail users that require trail users to substantially reduce their speed and proceed single file. Barricade points must include signs stating that the specified use is taking place along the trail, listing a reduced speed limit, and indicating 2-way, single-file traffic.

- f. The Permittee shall not construct or maintain the Crossing during peak Trail use times (i.e. weekend, snowmobile season, etc.).
- g. Any trail closure must be done only with permission of the Trail Manager and Owner.
- h. Permittee shall not park or store any vehicles or equipment on the Trail right-of-way at any time.
- i. Permittee shall not use the Trail right-of-way for backing of any equipment unless a flag person is present and directing the equipment backing.

Any future improvements to the crossing on Owner's land shall only be done with prior written approval of the Owner. At such time of any future improvements, the Permittee shall submit for approval to the Owner a plan describing any intended construction and maintenance on the above described property of the Owner. The Permittee may not alter the terrain, vegetation or elevation of the Trail corridor, except upon written approval by the Trail Manager of a construction plan. No deviations from this plan will be allowed without the prior written approval of the Owner and shall be subject to and conditioned upon the approval of codes, ordinances, permits and zoning regulations of any units of government with jurisdiction in the described Township. The Trail Manager shall approve any maintenance activity of said crossing prior to the commencement of such maintenance. The Trail Manager shall not deny any reasonable request to conduct maintenance activities in keeping with the intent of this Access Permit.

- 4. Use of pesticides and herbicides shall only be allowed with the prior written approval of the Grantor which shall not be unreasonably withheld, delayed or denied. Any pesticides or herbicides used as part of a management plan must conform to the Forest Stewardship Council list found at <https://ic.fsc.org/en/our-impact/program-areas/forest-program/pesticides>. Grantee shall report to the Grantor (i.e. property manager and DNR Pesticide Use team), at least annually, the chemicals that are applied on the Premises including the date, product trade name, active ingredient(s) and corresponding CAS number(s), purpose, rate, location with a map, total area treated, and total amount of chemical used.
- 5. This Access Permit is nontransferable. Neither this Access Permit nor any right or duty in whole or in part by the Permittee under this agreement may be assigned without the written consent of the Owner. This non-exclusive Access Permit for ingress and egress is for the benefit of the Permittee's present ownership, as a whole, and may not be further subdivided, transferred separately from or severed from title to the entire 138.87± acre parcel. Furthermore, the benefits granted by this Access Permit shall not be extended to provide access to any subdivisions (including a condominium), lots or parcels created off the Permittee's present ownership of the entire parcel. Any purported subdivision of this Access Permit shall constitute a material breach of this Access Permit and said Access Permit shall be automatically considered null and void. It is understood and agreed that this is a permit only, i.e., personal to the named Permittee, nontransferable and subject to revocation by the Owner. The terms and conditions contained herein shall not be construed to confer any rights on the Permittee other than those of a permit and do not run with the benefitted land. The crossing is solely for the purpose of ingress and egress to the Permittee's property by vehicles licensed for use on public highways and by vehicles used for agricultural purposes.
- 6. The Permittee shall be required to stop when crossing the Trail as the users of the Trail have the right of way. Owner requires either a "yield" or "stop" sign to be installed and maintained by the Permittee on the crossing, for the users of the driveway, to warn vehicle operators of the Trail Crossing.
- 7. The Permittee shall allow continued public use of the Trail across the Crossing. The Permittee shall not park or store any vehicles or equipment on the Trail right of way at any time.

8. The Permittee shall maintain the Crossing in a safe condition at all times such that the Permittee shall cause no obstruction to free and uninhibited use of the Crossing by the general public. The Permittee understands that the Trail is open for use to all members of the general public without regard to race, creed, marital status, color, sex, national origin, age, handicap, ancestry, sexual orientation, arrest record or conviction record.
9. The Permittee shall be solely responsible for the cost of maintaining the Crossing as a means of ingress and egress.
10. The Permittee shall be responsible for any property damage to the Crossing that is caused by Permittee's use of the Crossing. Permittee shall promptly repair and restore the damaged area in a timely, workmanlike manner consistent with the original condition of said crossing at the beginning of this Access Permit. The Permittee agrees to reimburse the Owner for any property damage to Owner's subject property that may arise from the construction or maintenance of use of the crossing on Owner's described lands.
11. Permittee acknowledges that use of the crossing is non-exclusive. The Owner reserves the right to convey easements or permit other access on the above described property including utility easements in and to the above described property consistent with the rights granted hereunder.
12. Nothing in this Access Permit shall be deemed to be a public dedication of any portion of the crossing to the general public for road purposes.
13. The Permittee's interest in the Crossing shall automatically terminate, revert to and revest in the Owner without reentry upon the abandonment of the use of the same for an agriculture Access Permit or upon non-use of the same for a period of 2 years.
14. The Permittee agrees not to violate any condition stated herein, or to willfully or maliciously do injury to the crossing. In the event of a violation, the Owner will give written notice to the Permittee of the violation and the Permittee will have 30 days to rectify the violation. In the event the violation has not been rectified to the satisfaction of the Owner within said 30 days, the Permittee shall have the right to declare this Access Permit null and void, and shall have the right to take full control of the Trail, without hindrance or delay, and may use its legal remedies for recovery from the Permittee of all damages sustained by acts of the Permittee.
15. The Owner may terminate this Access Permit by thirty (30) day written notice to the Permittee, if the Owner determines that further use of the above described property by the Permittee will interfere with present or future management objectives of the Owner, or if the Permittee breaches any terms or conditions contained in this Access Permit. The Owner reserves the right to temporarily close the crossing to vehicle access in times when the Owner deems road conditions are too poor to allow said travel.
16. Conveyance of this agreement may be encumbered by federal or state railroad interest and subject to future restoration and reconstruction of the right-of-way for rail purposes consistent with Section 208 of the National Trails System Act Amendment of 1983, Publ. L. No. 98-11 (16 U.S.C. 1247(d)) or Wis. Stat. s. 85.09, including possible termination of this agreement, and subject to reservations, exceptions and leases, agreements and permits authorized by the former railroad company or the Owner prior to the execution of this agreement. Owner shall provide written notice of the necessity for the reestablishment of railroad, which may result in the termination of this agreement upon the discretion of the railroad. Permittee shall: (1) not materially change the grade or topography of the Agreement Area; (2) not construct and install or remove any permanent improvement which violates American Railway

Engineering and Maintenance-of-Way Association ("AREMA"), or its successors, published practices and procedures or would make such reestablishment of railroad impracticable; and (3) not allow the installation of any facility, above or below grade that does not conform to AREMA's standards or clearances for railroad.

17. The Owner retains management, supervision and control over the Crossing for the purpose of enforcing chapter NR 45, Wis. Adm. Code and pertinent state laws, when needed to protect the Crossing or the general public.
18. The Permittee agrees to protect, indemnify, and save harmless the Owner, Trail Manager, their respective agents and employees, from and against any and all claims, demands, suits, liability, costs and expense, by reason of loss or damage to any property (state or other) or bodily injury to or death of any person whatsoever, that may arise directly or indirectly (a) from the Permittee's construction, installation, maintenance, operation, repair or use of the Crossing; (b) out of any act of omission of the Permittee, its agents or employees while on or about the Access Permit area; (c) out of the Permittee's exercise of any and all rights granted by this Access Permit; and (d) out of any defect or insufficiency of title or authority to convey this Access Permit. The Permittee shall defend the Owner and Trail Manager in any such action or claim upon request of the Owner and Trail Manager.
19. All notices or other writings required by this Permit shall be deemed to have been fully given when made in writing and either by certified mail, return receipt requested or deposited in the United States mail, prepaid and addressed as follows:
 - a. To the Owner: Department of Natural Resources Trail Coordinator, 2984 Shawano Avenue, Green Bay, WI 54313.
 - b. To the Trail Manager: Brown County Parks, 1150 Bellevue Street, Room 151, Green Bay, WI 54302.
 - c. To the Permittee: LLP Agricultural Partners, LLC, 6503 Blake Road, Greenleaf, WI 54126.
 - d. The address to which any notice, demand, or other writing may be given, made or sent to any party as above provided may be changed by written notice given by such party as above provided.
20. The term "Permittee" shall also be construed and apply to any of Permittee's family, guests, tenants, licensees, members, invitees or agents.
21. The terms Owner and Permittee when used herein shall mean either singular or plural, masculine or feminine, as the case may be, and the provisions of the Access Permit shall bind the parties mutually, their heirs, successors, personal representatives and assigns.
22. This Access Permit sets forth the entire understanding of the Owner and the Permittee and may not be modified or amended except by a written document executed and acknowledged by all parties to this Access Permit and duly recorded in the office of the Register of Deeds of Brown County, Wisconsin.
23. If any term or condition of this Access Permit shall be deemed invalid or unenforceable, the remainder of this Access Permit, or the application of the term or condition to persons or circumstances other than those to which it is held invalid or unenforceable, shall not be affected thereby, and each term and condition shall be valid and enforceable to the fullest extent permitted by law.
24. It is intended that this Access Permit shall be construed as being an adequate and legally enforceable agreement. Enforcement of this Access Permit may be by proceedings at law or in equity against any person or persons violating or attempting or threatening to violate any term or condition in this Access Permit, either to restrain or prevent the violation or to obtain any other relief. If a suit is brought to

enforce this Access Permit, the prevailing party shall be entitled to recover its costs, including reasonable attorney fees, from the nonprevailing party.

25. This Access Permit shall be construed and enforced in accordance with the laws of the State of Wisconsin.

END OF CONDITIONS

IN WITNESS WHEREOF, the Owner grants this Access Permit and has caused this instrument to be executed on its behalf this _____ day _____, 2016.

State of Wisconsin
Department of Natural Resources
For the Secretary

By _____ (SEAL)
Sanjay B. Olson
Fish, Wildlife and Parks Division Administrator

State of Wisconsin)
) ss.
County of Dane)

Personally came before me this ____ day of _____, 2016, the above named Sanjay B. Olson, State of Wisconsin Department of Natural Resources, to me known to be the person who executed the foregoing instrument and acknowledged that he executed and delivered the same as for the act and deed of said Department of Natural Resources.

*

Notary Public, State of Wisconsin
My Commission (expires)(is) _____

IN WITNESS WHEREOF, the Permittee hereby accepts and consents to the terms and conditions of this Access Permit this ____ day _____, 2016.

_____(SEAL)
John P. Leick, Director of the Board

_____(SEAL)
Shawn C. Puzen, Director of the Board

_____(SEAL)
Jonathan P. Leick, Director of the Board

State of Wisconsin)
) ss.
Brown County)

Personally came before me this _____ day of _____, 2016, the above named John P. Leick, Shawn C. Puzen and Jonathan P. Leick to me known to be the persons who executed the foregoing instrument and acknowledged that they executed and delivered the same.

*
Notary Public, State of Wisconsin
My Commission (expires)(is) _____.

CONSENT TO ACCESS PERMIT

IN WITNESS WHEREOF, c/o Troy Streckenbach, County Executive, Northern Building, 305 E. Walnut St., Room 120, Green Bay, WI 54301, being the holder of an easement interest which is for the construction, operation and management of the Fox River State Trail by virtue of said Easement between the State of Wisconsin Department of Natural Resources and Brown County as recorded on August 28, 2000 as Document No. 1769733 and as recorded on December 21, 2001 as Document No. 1863067 and as recorded on March 4, 2004 as Document No. 2100224 all in Brown County Records against said Premises, does hereby acknowledge, join in and consent to this Trail Access Permit, subject to the same terms and conditions as set forth herein, in the name of LLP Agricultural LLC., on this _____ day of _____, 2016.

BROWN COUNTY

Troy Streckenbach
Brown County Executive

STATE OF WISCONSIN)
) ss.
BROWN COUNTY)

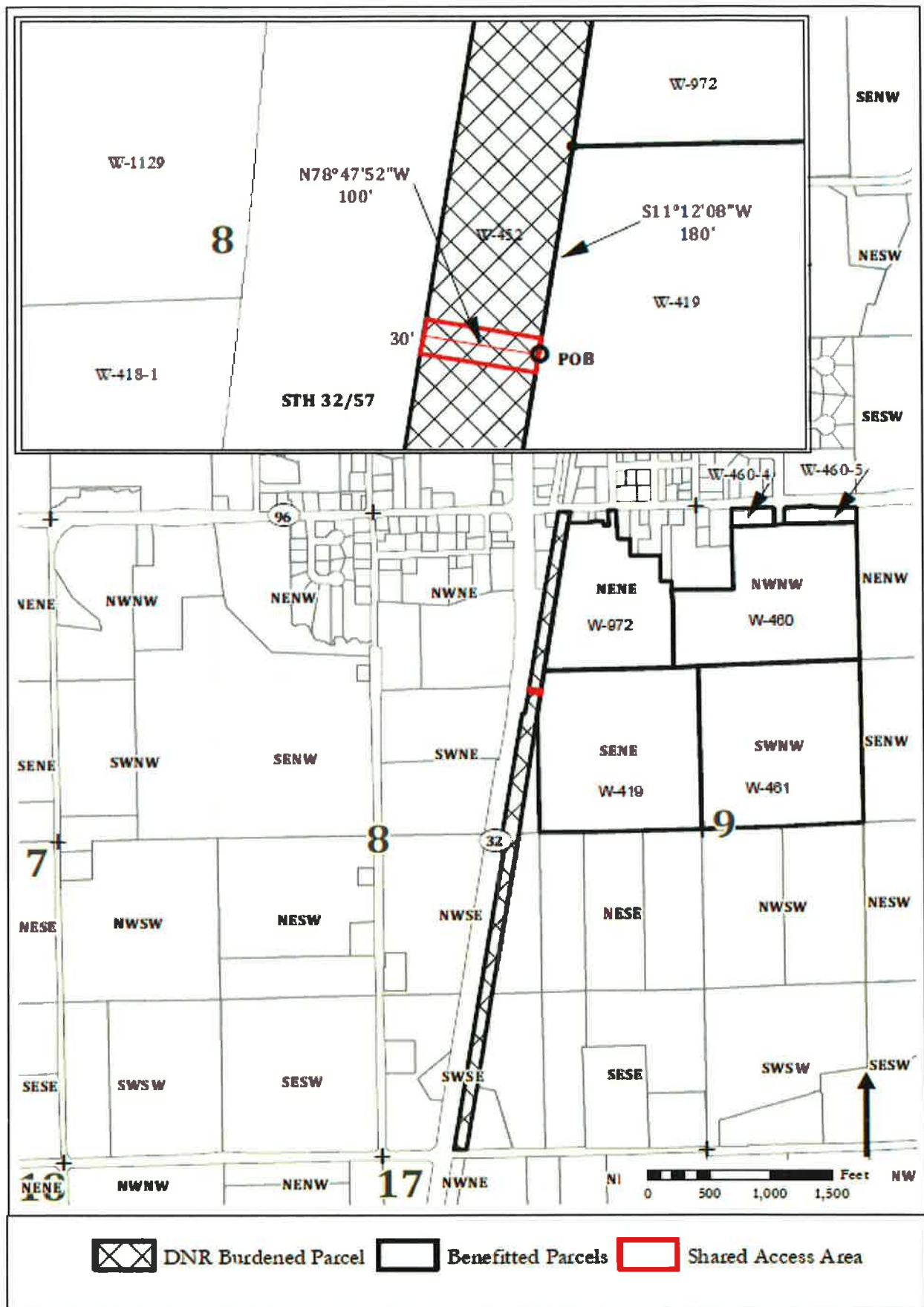
Personally appeared before me this _____ day of _____, 2016, the above named Troy Streckenbach, County Executive to me known to be the person who executed the foregoing instrument and acknowledged the same in the capacity therein stated and for the purpose therein contained.

*
Notary Public, State of Wisconsin
My commission (expires) (is) _____

This instrument drafted by:
Attorney Richard Henneger
State of Wisconsin

6

Exhibit "A"





This Agreement made and entered into this ____ day of _____ 2016, by and between the Brown County Parks Department (hereinafter referred to as the "County") with business offices located at 1150 Bellevue Street, Room 151, Green Bay, Wisconsin 54302, and the Bay Nordic Ski Club, Inc., a 501(c)3 organization.

Authorized Representative and office located at:

*Paul Egelhoff, President
Bay Nordic Ski Club, Inc.
416 Lawe Street
Green Bay, WI 54301*

(hereinafter referred to as the "FRIENDS"). Hereinafter singularly referred to as "Party" and collectively hereinafter referred to as "Parties".

RECITALS

WHEREAS, County desires to maintain, develop, promote and enhance the Brown County Reforestation Camp ski trails; and,

WHEREAS, Bay Nordic Ski Club, Inc. is interested in enhancing the Reforestation Camp ski trails for the betterment of the community and outdoor experience by raising necessary funds to extend the trail lighting up to 3.75 miles; and,

WHEREAS, Bay Nordic Ski Club, Inc. is interested in raising the necessary funds and working with the County in the design and implementation of a snow making system to support an extended Nordic ski season; and,

WHEREAS, Bay Nordic Ski Club, Inc. is interested in working with the County to develop a Biathlon course using the existing rifle range; and,

WHEREAS, Reforestation Camp ski trails are an asset to the community and this Agreement formally recognizes the FRIENDS group as advocates of the ski trails; and,

WHEREAS, the County, by the Education and Recreation Committee and the Parks Department recognizes the Bay Nordic Ski Club, Inc. as an official group dedicated to the betterment of the Reforestation Camp ski trails in Brown County.

NOW THEREFORE, in consideration of the mutual covenants and agreements contained herein, the Parties hereto do agree as follows:

1. The above recitals are true and correct and incorporated herein by reference.

2. GRANT and INTENT.

A. For good and valuable consideration, the receipt of which is mutually acknowledged by the Parties, County does hereby grant FRIENDS access to the following areas/facilities at the **Brown County Reforestation Camp** which includes the grounds, trails and lodge for fundraising purposes which funds shall be utilized for the projects listed.

B. FRIENDS intent is to enhance the Reforestation Camp ski trails for the betterment of the community and outdoor experience by raising necessary funds and work with the County to extend ski trail lighting, develop a snow making system and create a Biathlon course. All proceeds shall be managed by the FRIENDS and all proceeds shall only be utilized for these projects.

C. All records of FRIENDS related to this Agreement shall be made available to the County upon request, and shall be retained in accordance with the laws in Wisconsin.

D. This Agreement does not grant FRIENDS exclusive rights to this designated area, nor does it grant FRIENDS rights to any other areas of the Reforestation Camp, unless those areas are specifically listed in this Agreement, or agreed to by amendment to this Agreement.

3. **PURPOSE.** This Agreement shall be used for the following purposes only: granting the FRIENDS permission to utilize grounds space for organized meetings, fundraisers, work days and special events. Fundraising events shall require written approval of the Park Manager at least two weeks in advance of the event taking place. Other events shall require written permission from the County Park Manager or Assistant Park Director at least two weeks in advance of the event.

4. **TERM.** This Agreement shall be for a period of two (2) years with the ability to renew this Agreement automatically for one (1) year terms, unless and until terminated by written notice given to the other Party of their intent to terminate, or written notice given to the other Party of intent not to renew. Said notice shall be given in writing thirty - (30) days prior to the effective date of termination or non-renewal. This Agreement shall be effective commencing on the first day of _____ 2016, ("commencement date") and running through the ____ day of _____ 2018, renewable on each anniversary date of said commencement date.

5. **INSURANCE.** FRIENDS shall assume all risks and shall insure its property against loss covered by the standard fire and extended coverage policy, and hereby waives all claims against the County, its officers, officials, employees and agents, for any loss or damage to their property. This waiver includes, but is not limited to, insurance deductibles and all other forms of self-insurance, and extends to FRIENDS' officers, directors, shareholders, employees, assigns, invitees and agents.

6. **INDEMNIFICATION.** FRIENDS hereby shall release, indemnify, defend, and hold harmless County, its officials, officers, employees and agents from and against all judgments, damages, penalties, losses, costs, claims, expenses, suits, demands, debts, actions and/or causes of action of any type or nature whatsoever, including actual and reasonable attorneys' fees, which may be sustained or to which they may be exposed, directly or indirectly, by reason of personal injury, death, property damage, or other liability, alleged or proven, resulting from or arising out of the use of the property/facilities and the performance of FRIENDS, its officers, officials, employees, agent or assigns. County does not waive, and specifically reserves its right to assert any and all affirmative defenses and limitations of liability as specifically set forth

in Wisconsin Statutes, Chapter 893, as amended from time to time and related statutes.

7. **RELATIONSHIP OF PARTIES.** It is specifically understood and agreed that this Agreement shall not be construed to create or evidence a partnership or joint venture between County and FRIENDS and that both Parties hereto are individually responsible for their respective debts and financial obligations. FRIENDS shall not make presentations to third parties contrary to the terms of this paragraph.
8. **NO VIOLATIONS OF LAW.** No activities in violation of Federal, State, or local laws shall be permitted on the premises, and it shall be the responsibility of the FRIENDS to enforce this provision. No lewd or indecent actions, conduct, language, pictures or portrayals shall be included in the activities by the FRIENDS on the premises and nothing presented, used, or sold that is contrary to law or prohibited by ordinance of the respective County, Town, Village, or municipality shall be permitted. FRIENDS agree to abide and be bound by the decision of the County should any questions arise under this paragraph or this Agreement.
9. **RULES.** In allowing access to the above premises, the County does not relinquish and does hereby retain the right to enforce all necessary and proper rules for the management and operation of the above premises. Said rules shall be promulgated and enforced strictly by the County. County, its agents and employees retain the right of ingress and egress to all above facilities and grounds when in performance of official duties and to ensure said premise is being used for the purposes stated.
10. **AUTHORIZED ACTIVITIES.** FRIENDS shall not interfere, impede or discourage other authorized activities occurring at the same time of its use of the premises. Ingress and egress are not to be interfered with by FRIENDS, its officials, officers, agents or employees.
11. **MAINTENANCE OF PREMISES.** FRIENDS shall be responsible for maintaining premises in a clean, safe, and sanitary condition. FRIENDS shall arrange for disposal of all waste materials. Any materials and personal property or items of any nature whatsoever remaining on the premises after the duration of this Agreement shall be considered to be intended for discarding and/or other disposal by County at FRIENDS sole cost and expense. FRIENDS waive any and all rights or interests it may have in such property. All grounds, facilities, and fixtures shall be restored to their original condition and to the satisfaction of the County, reasonable wear and tear expected. FRIENDS shall be charged and agree to pay County \$45.00 per hour per staff member for each day beyond the contracted Agreement in which the said premises are not fully cleaned and restored. FRIENDS further shall pay all costs incurred by the County for cleaning and restoration of the premises as a result of FRIENDS' failure to do so on or before the last day of this Agreement. FRIENDS are solely responsible for making all arrangements for cleanup and restoration of the premises for the duration of this Agreement.
12. **DAMAGES.** In the event that the premises or any portion thereof used during the term of this Agreement shall be damaged by the act of default or negligence of FRIENDS, or of the FRIENDS' officials, officers, agents, employees, patrons, guests, or any other person admitted to said premises by FRIENDS, FRIENDS shall pay to the County upon demand such sums as shall be necessary to restore said premises to their present condition.

13. **RESTRICT USE.** With just cause for safety or sanitary concerns, County may, at its discretion, shutdown or restrict use of the premises. FRIENDS shall be obligated to honor and enforce any such shutdown or restricted use immediately upon verbal notification by County. County shall not be liable for compensation of any kind to the FRIENDS for such shutdown or restricted use.
14. **ASSIGNMENT.** The FRIENDS shall use the premises for no other use than that specified herein. The FRIENDS shall not assign this Agreement without written consent of County. In the event consent is granted to assign, FRIENDS shall not permit any assignee to engage in conduct prohibited to the FRIENDS by the terms of this Agreement, and any assignee shall sign this or a similar agreement and shall be subject to all the terms under this Agreement. Assignment shall not release FRIENDS of their obligations and liabilities under this Agreement.
15. **TITLE REMAINS WITH THE COUNTY.** Upon completion of the projects, all additions to the Reforestation Camp shall be deemed to be the sole property of the County. Friends shall assign to the County any and all interest it may have in such property.
16. **TERMINATION.** This Agreement may be terminated by either Party for any reason or no reason by a Party giving thirty (30) days written notice to the other Party of said termination.
17. **JURISDICTION.** This Agreement shall be deemed to have been made in Brown County, Wisconsin and shall be governed by, construed under and enforced in accordance with the law of the State of Wisconsin, except as otherwise provided herein. All actions or proceedings relating directly or indirectly, to this Agreement whether sounding in contract or tort, shall be litigated only in the Courts located in Brown County, Wisconsin. All Parties to this Agreement hereby subject themselves to the jurisdiction of the Courts of Brown County, Wisconsin.
18. **HEADINGS.** The section titles have been inserted in this Agreement primarily for convenience, and do not define, limit or construe the contents of such paragraphs. If headings conflict with the text, the text shall control.
19. **ENTIRE AGREEMENT.** This Agreement is the entire agreement between the undersigned Parties and shall only be modified, changed or amended in writing and signed by duly authorized representatives of each Party, which amendment expressly states that it is the intention of the Parties to amend this Agreement.
20. **NOTICE.** Any and all notices and demands shall be in writing delivered in person or by first class mail, registered or certified, postage paid, return receipt requested, or delivered by a recognized overnight carrier service with proof of delivery and addressed to the appropriate party as follows:

FRIENDS at:

Paul Egelhoff, President
Bay Nordic Ski Club, Inc.
416 Lawe Street Green
Bay, WI 54301
Phone: 920.562.0161

County at:

Brown County Parks Department
1150 Bellevue Street, Room 151
Green Bay, WI 54302
Phone: 920.448.4464
Kriese_mm@co.brown.wi.us

All other correspondence may be sent by regular mail addressed as noted above.

21. **SEVERABILITY.** The provisions of this Agreement are severable and if any provision is found to be invalid, unenforceable, or void by a court of competent jurisdiction, the remainder of the Agreement shall remain in full force and effect and shall not be affected, impaired or invalidated unless the effect of holding the provision invalid, unenforceable or void defeats the entire purpose of the Agreement.
22. **DRAFTING.** All Parties have contributed to the drafting of this Agreement. In the event of a controversy, dispute or contest over the meaning, interpretation, validity or enforcement of this document or any of its terms or conditions, there shall be no inferences, presumption or conclusion drawn whatsoever against any Party by virtue of that Party having drafted the document or any portion thereof.
23. **AUTHORIZATION.** The persons signing this Agreement warrant that they have been authorized to enter into this Agreement by and on behalf of their respective Parties and that they have full and complete authority to bind their respective Parties by executing this Agreement.
24. This Agreement shall inure to the benefit of and be binding upon the Parties hereto.

BROWN COUNTY PARKDEPARTMENT

BAY NORDIC SKI CLUB, INC.

BY: _____
Troy Streckenbach, County Executive

BY: _____

Approved as to form:

BY: _____
Matt Kriese, Assistant Park Director

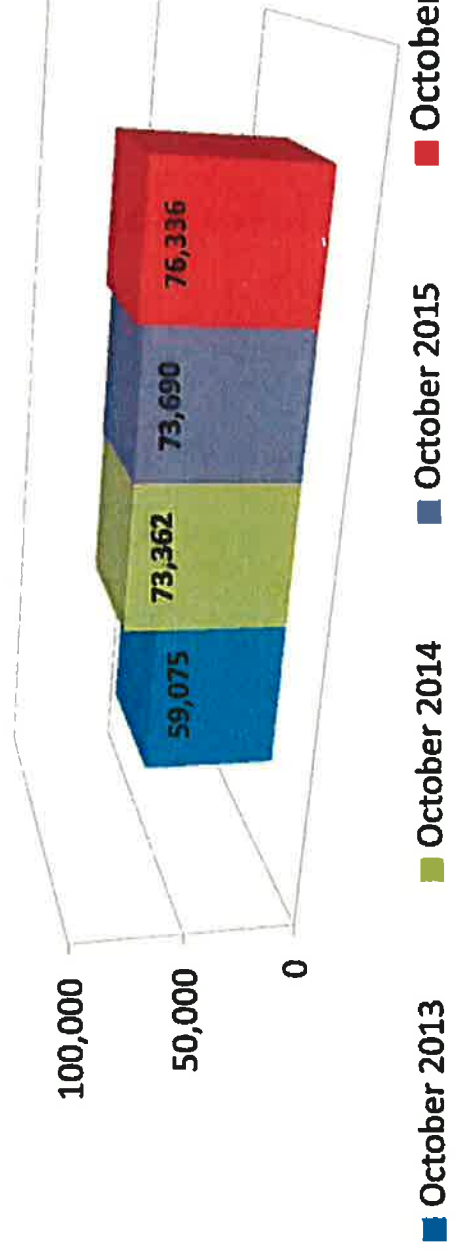
TITLE: _____

DATE: _____

DATE: _____

BROWN COUNTY PARK USAGE - ATTENDANCE SUMMARY

<u>Park Location</u>	<u>October 2013</u>	<u>October 2014</u>	<u>October 2015</u>	<u>October 2016</u>
Adventure Park	0	1,176	766	828
Barkhausen	6198	9,687	11,380	12,468
Bay Shore Park	7834	8640	5943	6851
Brown County Park / Dog Park	1750	1981	2047	1872
Fairgrounds	3190	4431	3249	3500
Fonferek's Glen	1120	1280	1355	2082
Fox River Trail	8533	8905	8401	4628
Lily Lake	2365	2315	2429	2422
Mountain-Bay Trail	3620	2836	1740	1821
Neshota Park	2805	4796	2374	3231
Pamperin Park	11969	11018	13688	13416
Reforestation Camp	5182	5662	13580	16038
Suamico Boat Launch	1540	1166	2,300	2,828
Way-Morr Park	733	3435	1465	1288
Wequiock Falls	1086	2109	1373	1455
Wrightstown Park	1150	3925	1600	1608
Yearly Grand Totals	59,075	73,362	73,690	76,336



FIELD STAFF REPORT PARK DEPARTMENT OCTOBER 2016



Marvin Hanson

Fairgrounds

- Host Commercial Events (Completed Winter Storage—All bldgs. are full, Exhibition Bldg. Rentals, Daily campground checks)
- Cleaning, Park Security, Park Inventory
- Process Maintenance Work Orders
- Grounds work on infield in progress

Neshota Park

- Cleaning, Security Checks and Park Inventory
- Weekly Trail system inspections & process work orders
- Weekly Shelter Rentals
- Weekly Mowing of Trail system
- Friends of Neshota Park Meeting
- Winterize water lines
- Sign inspection
- Monitor hunting season

Way-Morr Park

- Security Checks and Park inventory
- Process work orders and Playground Inspection
- Winterized water lines

Lily Lake

- Cleaning, Security Checks and Park Inventory
- Daily boat launch collection and enforcement
- Process Work Orders
- Sign Inspection
- Monitor hunting season

Wrightstown Park

- Cleaning, Security Checks and Park Inventory
- Daily boat launch collection and enforcement
- Process Work Orders
- Weekly mowing and grounds inspection

Bay Shore Park

- Cleaning, Park Security, Park Inventory
- Daily Campgrounds collection and Security checks
- Process Maintenance Work Orders
- Daily boat launch collection and enforcement
- Weekly mowing and grounds inspection
- Campground Electrical pedestal's project in progress—changing campsites 49—83 from 30amps to 50 amps

Fonferek Glen

- Litter pick-up, Security Checks and Park Inventory
- Process work orders— sign inspections & Inspection of Boundary Signs.
- Park Security continues to monitor park activities
- Installed new informational/regulation signs
- Park security ranger is informing park visitors of new park regulations

Wequiock Falls Park

- Cleaning, Park Security, Park Inventory
- Process Maintenance Work Orders

FIELD STAFF REPORT PARK DEPARTMENT OCTOBER 2016



Rick Ledvina West Side Supervisor

Barkhausen Waterfowl Preserve

- Fall school programs wrapped up, having 700 students attending in October.
- Dani, our Assistant Naturalist, led several FIELDS geology programs that went to several quarries, Fonferek and Wequiock parks with local middle schools.
- Our Autumn Night Hikes were again popular with each of the 3 nights filled to capacity (over 50 people each night). We lucked out seeing animals each night and having great weather.
- Scouts having been using our group camp site several times this month. They really enjoy it and many come back every year with new scouts.
- Suamico Boat Launch has seen less use but still can be busy at times with duck hunters, musky fisherman, and shore fishers.
- Barkhausen Staff helped out working at the Rifle Range.
- Staff have been trimming trails, blowing leaves off of trails and fixing signage in preparation for the winter ski season.
- Barkhausen has seen more and more visitors with the great fall weather. Many photographers bring people out here for family pictures

Brown County Park

- We put up several lot line markers getting ready for snow removal.
- We have done random checks for passes and will continue to do so.
- The gates have been constantly readjusted and some additional work was done on them.

Pamperin Park

- We had a window of opportunity with no Sunday rental so we refinished the floor in the DH.
- We average about 40 photographers on weekend days this month. Most days by 10 AM we have several families here for photos.
- We are starting winterization and assisting with storage. Mowing will be done this month and all equipment is being prepared for storage.

Fox River Trail - Mountain Bay Trail

- The weekly inspections continue and everything looks good.
- We are bringing out the signs and transitioning into fall maintenance.
- St Francis will remain open this winter so all heaters and fans were serviced in preparation of the cold.
- Several trees were marked so we can get at them in winter for removal.
- All water fountains were winterized and we are preparing gate extensions and equipment for winter.
- Final submittal of passes has started and several pickups are starting.

FIELD STAFF EPORT PARK DEPARTMENT OCTOBER 2016

Curt Hall

Reforestation Camp



Operations:

- Supervised/worked public site in operations at Brown County Rifle Range on weekends.
- Eagle Scouts began Ski Shelter reconstruction project with the deconstruction of old shelter.
- Supervised Logging operations onsite and maintained proper trail closures throughout logging operations. Maintained close communications with logger.
- Ashwaubenon Nordic Ski Team hosted "Stump Farm Trail Race" onsite Oct. 30. Race required extensive overlap with race organizer as well as extensive trail prep.
- RFC Parks staff supervised parking operations for Zoo Boo.
- Maintenance and cleaned rental facilities as needed.
- Manger attended monthly wellness committee meeting.
- Maintained Marandol Preserve and Rifle Range.
- Performed park facility and grounds maintenance including; Landscaping maintenance, Managing septic system operations, soda machine purchasing and stocking, cutting grass on all trails throughout site, pruning all trails including single track, leaf blowing ski and bike trails etc.
- Completed monthly work orders.
- Covered facility rental schedule as needed.
- Coordinated multiple volunteer work days focused on bike, ski and horse trail cleaning and pruning.

"Friends of Reforestation Camp Trails":

- Organized multiple work days to assist with the completion of the following projects: Re-grading and seeding Pines ski trail, Fat bike trail signage, Fat bike trail brushing, Fat bike trail tree removal, Fat bike trail reroutes.

Adventure Park

Operations:

- Completed 5th month of bike rental operations with 23 bike rentals in Oct.
- Hosted 8 groups in Oct. Group Program numbers are up compared to last year at this time and are showing growth potential. Still taking calls and booking groups into Nov.
- Operated Adventure Park for special event hours in conjunction with Zoo Boo. We operated Zip Line and Climbing wall in the evening to allow for people to zip and climb at night during Zoo Boo. Adventure Park attendance we steady during special event hours.

Future Program Opportunities:

- Looking forward to winter fat bike rentals. We are putting extensive time and effort into improving the fat bike trail so people coming to rent bike have a good experience on the Fat Bike trail.
- Also looking forward to the completion of the new trail mapping project. We expect that the new maps will improve participant experience on all trails throughout the site.

October Park Security Monthly Report

The month of October has been a very busy time for the Parks Department. During the month of October I have spent most of my time between three county parks. These parks include Fonferek, Neshota, and the Reforestation Camp. At Fonferek, my time has been spent informing visitors of the new smoking and alcohol restrictions in the park as well as greeting new visitors. At Neshota Park I have spent most of my time checking archery registration and speaking with hunters about any concerns they have. While at Neshota I have also been checking Horse Trail passes with riders at the trail head. At the Reforestation Camp I have been busy checking biker registration and making sure that all riders are respecting the rules within the park. The numbers below reflect how I spent my time working for the Parks Department when I was home from College.

- 489 total contacts
- 111 enforcement contacts (trail pass checks, friendly and stern warnings)
- 0 written citations (no written citations warranted)
- 492 miles driven (2008 F-150)
- 24 hours spent at Fonferek
- 15 hours at Fairgrounds (paperwork, shelter rentals)
- 13 hours at Reforestation Camp
- 5 hours at Neshota Park
- 1 hour at Lily Lake
- Multiple bags of garbage collected

Parks Department Report -October



General Parks:

- 136 rentals took place in the parks during October
- Six seasonal staff remain for 2016
- Boat landings and docks remain open at this time
- Horse and bike trails will close around November 16th for the season
- Several parks will close during the November deer season

Adventure Park :

- General admission is closed
- Groups are still making reservations based on staff availability

Bay Shore :

- Half of the campsites were closed mid-September through October due to electrical upgrades – revenue will be slightly down
- Campground closed for season October 31st

Fairgrounds:

- Grading work is completed
- The Fair Board will be seeding the grounds next spring, along with making improvements to the track area and lighting – which will be funded by the Fair Board
- Winter storage is full – revenue for 2016 is \$37,190
- The Request for Proposals regarding the strategic master plan has been forwarded to Purchasing
- Packer camping has been popular – revenue is above last year

Fonferek's Glen:

- Continuing work with Corporation Counsel on a petition for the Town of Ledgeview to vacate Memory Lane
- See the October 2016 Parks Security Report attached
- The Department has received zero complaints since the addition of this staff member

Reforestation Camp:

- Discussion agreement with Bay Nordic in relation to extended ski trail lighting, snow making equipment and a Biathlon course

Rifle Range:

- The range is open every day in November until the 17th

Land Acquisition:

Koch Property

The Committee has requested that the Department report on the following:

Zoning Jurisdiction – According to Corporation Counsel the County has the authority to rezone property once it is owned by the County.

Price- The attachment depicts a minimal maintenance cost if the property was accepted by the County, but did not open to public use at this time. If the County Board were to accept the donation this scenario would allow the Department to develop optimal use plans with the public in future years. These direct expenses would be ongoing to maintain the grounds, perform security checks and maintain the overall integrity of the property.

Demographics- Two charts are attached showing the future growth of Rockland and Brown County. I have highlighted demographics related to 25-39 year olds in Brown County as this age range represents the majority of park users

The Koch's would like a decision regarding their offer in near future.

Koch Property Acquisition - Scenerio Depicting Minimum Maintenance

Operation & Maint. Items *Minimum Maint.

Utilites:	
Summer (5 mos)	750
Winter (7 mos)	1,100
LP @ \$2.00/ga	2,500
Grounds & Buildings:	
Fuel	3,120
Herbicide/Fertilizer	1,000
Mulch	
Misc. Items	
Pond Care	3,000
Flag	
Irrigation	
Misc Building Repairs	1,000
Contracted Services	
Marketing	
Office Supplies	
Property Caretaker (35-40 hrs/wk)	
Staff (full-time and part-time)	6,642
Seasonal (2-3)	
TOTAL ANNUAL BUDGET:	\$ 19,112

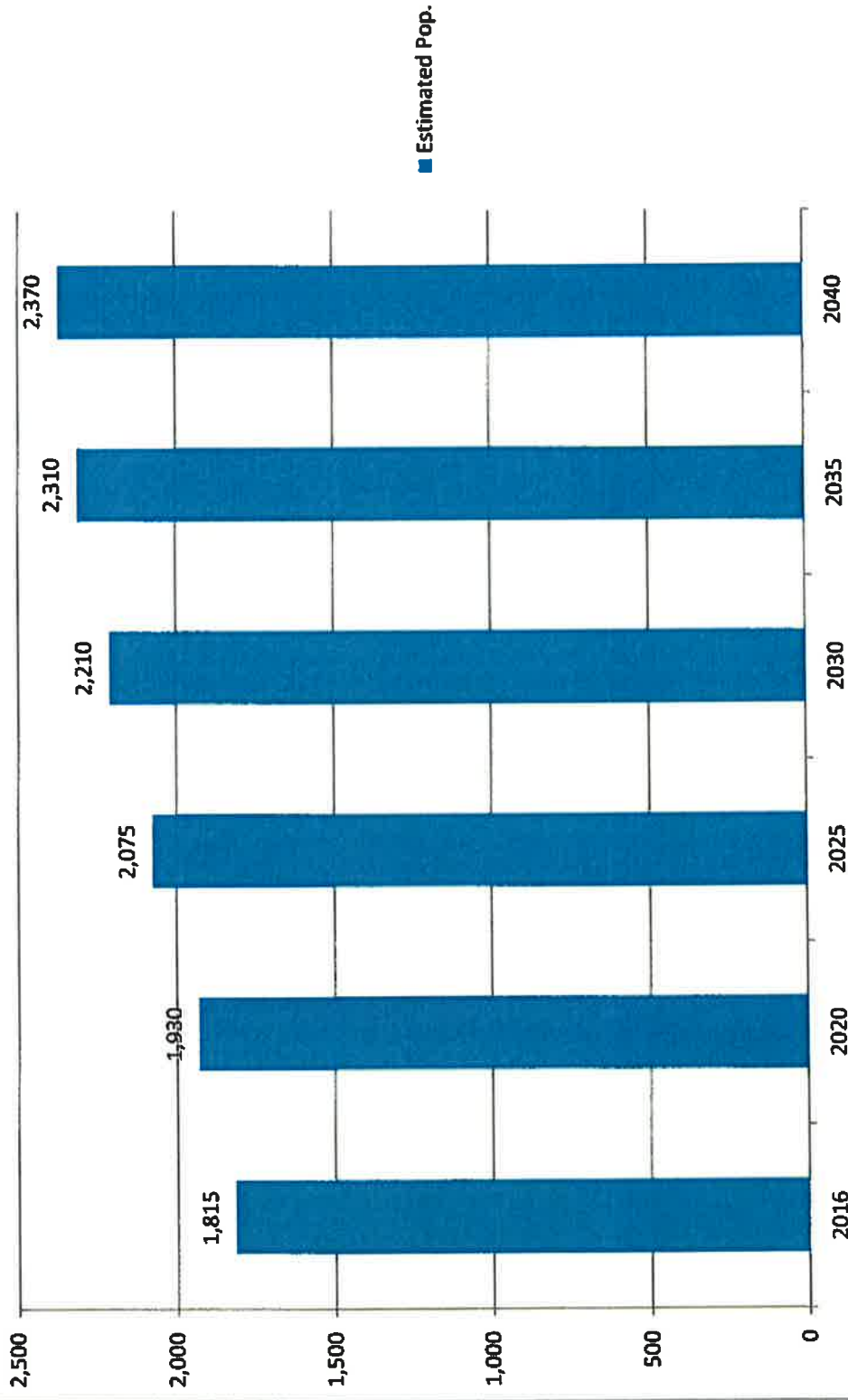
* Minimum Maintenance refers to an annual budget if the county accepted the property and did not open use to the public at this point
If the County choose to accept the property and developed plans with the public in future years these expenses would be realized in the meantime

Brown County Population Estimates by Age

County	Age	Pop 2010	PopAll 2015	PopAll 2020	PopAll 2025	PopAll 2030	PopAll 2035	PopAll 2040
Brown	0-4	17,167	17,190	18,610	19,240	19,740	19,570	19,230
Brown	5-9	17,147	17,260	18,120	19,470	20,050	20,250	19,850
Brown	10-14	17,123	17,470	18,400	19,190	20,500	20,800	20,650
Brown	15-19	17,456	16,520	17,650	18,520	19,290	20,370	20,410
Brown	20-24	17,407	15,610	15,050	16,010	16,770	17,240	17,950
Brown	25-29	17,644	19,840	18,340	17,580	18,600	19,150	19,160
Brown	30-34	16,333	17,360	20,450	18,780	17,950	18,740	19,060
Brown	35-39	15,689	16,050	17,830	20,900	19,130	18,060	18,610
Brown	40-44	17,189	15,410	16,490	18,250	21,300	19,270	17,960
Brown	45-49	19,430	16,790	15,750	16,780	18,530	21,350	19,080
Brown	50-54	18,393	18,800	16,830	15,760	16,760	18,330	20,900
Brown	55-59	15,869	17,540	18,530	16,570	15,500	16,400	17,820
Brown	60-64	12,371	14,860	17,020	17,970	16,070	14,930	15,650
Brown	65-69	8,468	11,420	14,190	16,260	17,190	15,270	14,100
Brown	70-74	6,567	7,730	10,670	13,280	15,260	16,070	14,230
Brown	75-79	5,281	5,750	6,910	9,570	11,970	13,720	14,390
Brown	80-84	4,209	4,270	4,770	5,780	8,050	10,090	11,550
Brown	85-89	2,678	2,830	2,980	3,360	4,150	5,820	7,310
Brown	90 & over	1,586	1,850	2,130	2,380	2,730	3,300	4,410
Total		248,007	254,550	270,720	285,650	299,540	308,730	312,320

Source: WI Department of Administration

Town of Rockland - Estimate Population 2020-2040



Source: Town of Rockland Comprehensive Plan – 2015 Update

(Unaudited)

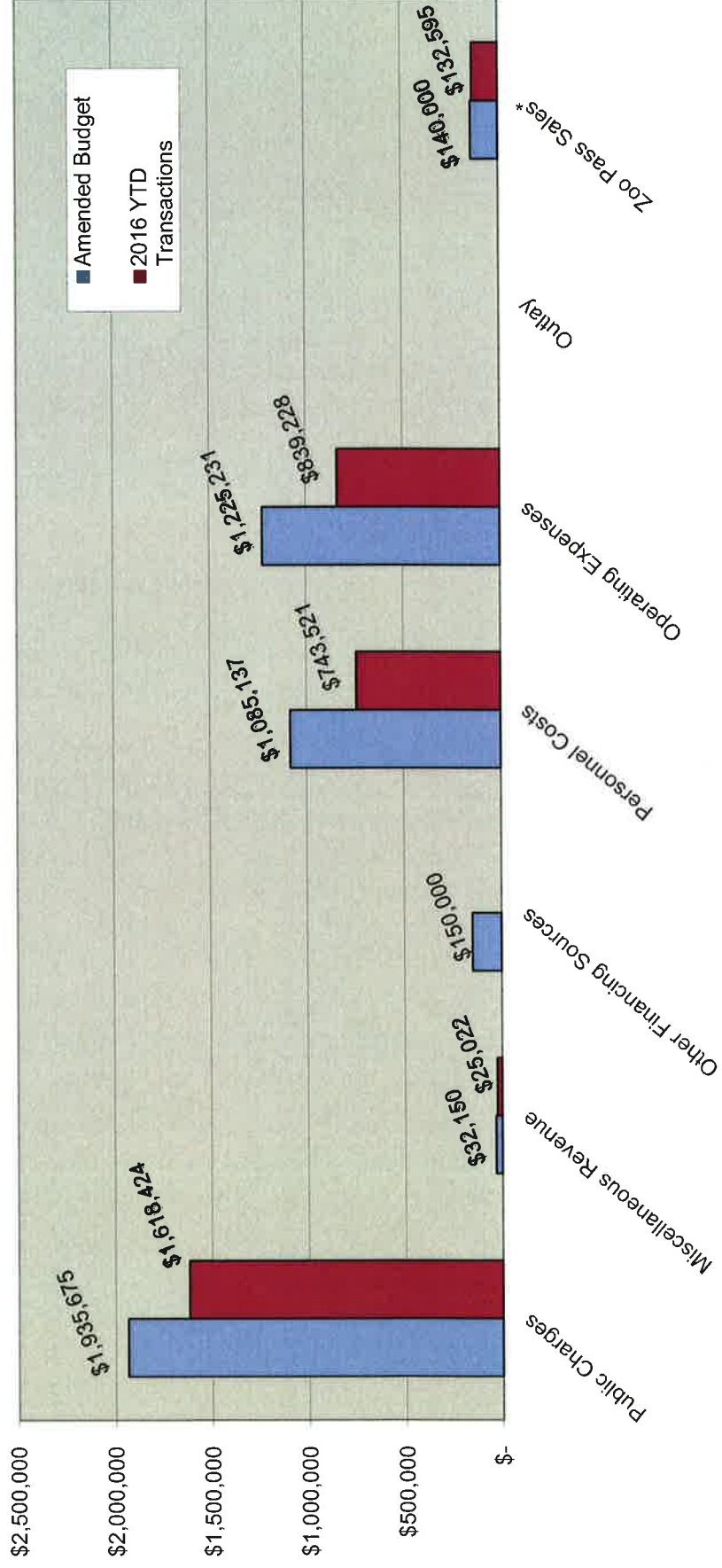
2016

	Amended Budget	2016 YTD Transactions	Percent of Budget	2015 YTD Transactions	2014 YTD Transactions
Public Charges	\$ 1,935,675	\$ 1,618,424	83.6%	\$ 1,748,498	\$ 1,761,285
Miscellaneous Revenue	\$ 32,150	\$ 25,022	77.8%	\$ 22,603	\$ 10,341
Other Financing Sources	\$ 150,000	\$ -	0.0%	\$ 5,976	\$ 23,316
Personnel Costs	\$ 1,085,137	\$ 743,521	68.5%	\$ 766,295	\$ 726,439
Operating Expenses	\$ 1,225,231	\$ 839,228	68.5%	\$ 823,105	\$ 771,906
Outlay	\$ -	\$ -	0.0%	\$ -	\$ -
Zoo Pass Sales*	\$ 140,000	\$ 132,595	94.7%	\$ 131,429	\$ 130,587
Zoo Attendance	\$ -	\$ 189,039		\$ 204,447	\$ 215,129

*Zoo Pass Sales have been included in Public Charges ~ used for comparison only

Revenues: Attendance numbers and public charges are below 2014 & 2015 YTD. Membership pass sales are up from 2014 & 2015.
Expenses: Personnel costs are down from 2015. Operating costs are up due to gift shop renovations, grounds improvements and equipment repair. Also due to payment towards Strategic Master Plan.

NEW Zoo 09/30/2016



NEW Zoo Operations Report: Oct. 2016

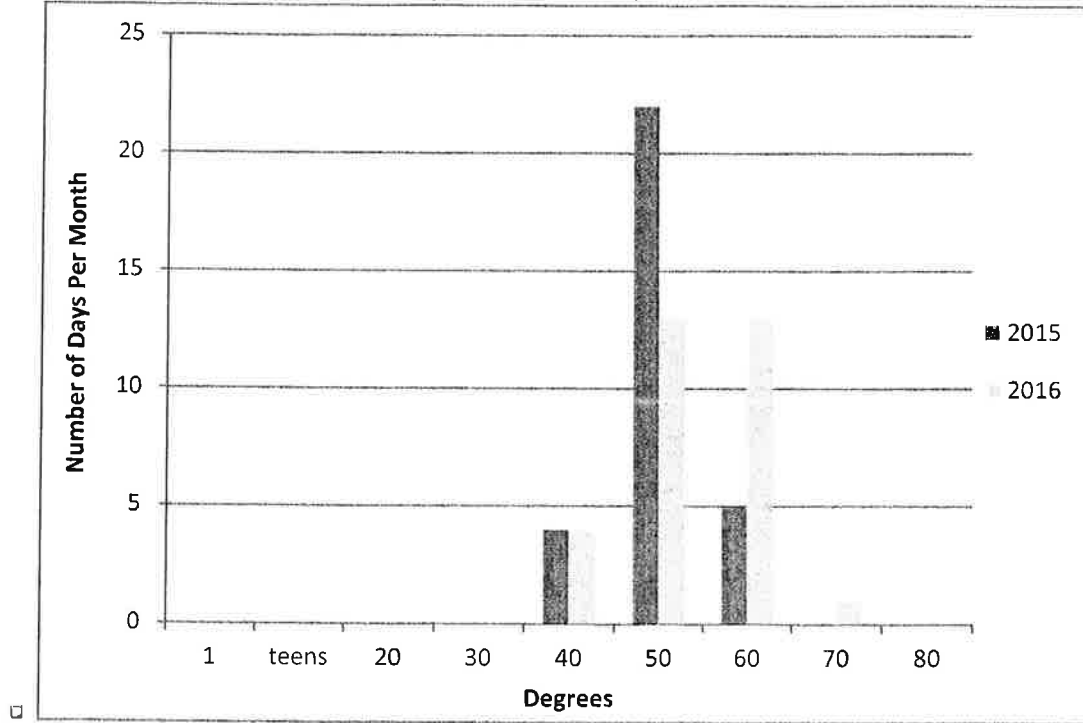
Noteworthy:

Average Temperature recorded at the zoo in Oct. 2016 = 58°F

4 in the 40's, 13 in the 50's, 13 in the 60's, 1 in the 70's

Average Temperature recorded at the zoo in Oct. 2015 = 54°F

4 in the 40's, 22 in the 50's, 5 in the 60's, 0 in the 70's



Lowest temperature for period in Oct. 2016: 45°F Highest Temp: 75°F

Lowest temperature for period in Oct. 2015: 40°F Highest Temp: 64°F

OCTOBER

- 28,854 visited the Zoo in Oct. 2016 compared to 24,244 in Oct. 2015. (+4,610)
- We had 1 rainy and 12 overcast days this Oct. compared to 3 rainy and 8 overcast days in October 2015. We averaged 4 degrees higher temps this year, too.
- Our Zoo Boo days were all very good weather! One day it rained a little, but it was toward the end of the night so it did not affect admission.
- We had 19,969 guests come to Zoo Boo this year compared to 16,736 last year (+3,233).
- Gift Shop sales were up by \$3,075 compared to last year in October.
- Mayan sales were up by \$642.92 compared to last year in October.
- Admissions sales were up by \$3, 351 compared to last October.
- Education is up by \$878 compared to last October.

• Per Caps Goal (e.o.y)	Per Caps Actual (y.t.d)
Mayan: 1.11	Mayan: 1.17
Gift Shop: 1.01	Gift Shop: 1.18
Admission & Donations: 4.12	Admissions & Donations: 4.29

Gift Shop, Mayan and Admissions Revenue

October Revenue

Day	Date	Gift Shop	Concessions	Zoo Admissions	Adventure	Vending	Zoo Pass	Education	Donation	Cons. Fun	Special Event	Attend.	Temp	Weather
sat	1	390.25	331.14	1,565.00	-	181.96	-	200.00	-	0.25	56.00	358	65	2
sun	2	626.28	761.36	3,524.00	-	322.80	120.00	-	-	1.50	64.00	794	64	1
mon	3	113.56	-	521.00	-	332.99	190.00	-	-	-	-	190	60	1
tues	4	270.25	206.65	1,790.00	-	146.99	335.00	-	-	0.50	152.00	412	50	1
wed	5	62.96	190.35	689.00	-	64.01	465.00	-	357.62	-	-	179	64	2
th	6	187.89	292.81	583.00	-	187.89	260.00	600.00	-	0.41	48.00	184	60	1
fri	7	115.64	205.74	682.00	-	160.98	65.00	200.00	-	-	-	196	54	1
sat	8	617.00	447.33	2,619.00	-	341.93	260.00	-	-	8.51	72.00	631	55	1
sun	9	519.22	551.47	2,280.00	-	469.44	310.00	-	-	0.84	-	551	65	1
mon	10	244.71	-	2,286.00	-	230.92	640.00	322.00	-	1.26	548.00	529	62	1
tues	11	124.84	155.24	376.00	-	66.47	65.00	-	-	-	64.00	101	54	1
wed	12	0.26	12.41	530.00	-	15.01	-	-	-	-	500.00	106	49	2
th	13	73.01	199.74	629.00	-	22.00	65.00	102.00	-	-	24.00	138	54	2
fri	14	463.21	1,303.45	297.00	-	519.22	315.00	400.00	-	-	5,636.00	2124	55	1
sat	15	835.83	2,539.48	1,497.00	-	970.23	260.00	-	-	0.51	10,156.00	3591	62	2
sun	16	417.45	623.20	2,400.00	-	345.57	180.00	-	-	-	80.00	558	74	1
mon	17	174.09	-	911.00	-	99.96	570.00	-	-	1.00	88.00	247	65	2
tues	18	270.50	112.26	631.00	-	376.98	130.00	189.00	-	4.25	548.00	175	65	1
wed	19	162.33	101.97	872.00	-	162.33	65.00	28.00	-	0.30	-	206	66	2
th	20	194.95	124.24	705.00	-	94.98	60.00	-	-	2.00	104.00	158	55	1
fri	21	1,064.85	2,701.22	664.50	-	780.29	190.00	-	-	3.40	8,060.00	3153	58	1
sat	22	1,361.23	3,060.86	1,218.00	-	1,169.52	125.00	-	-	0.92	19,222.00	6642	65	1
sun	23	656.63	489.16	2,111.00	-	310.95	150.00	-	-	1.92	-	465	56	2
mon	24	299.47	-	570.00	-	121.98	190.00	-	-	2.00	-	135	55	1
tues	25	180.94	102.26	965.00	-	64.96	65.00	44.00	-	1.00	516.00	191	55	1
wed	26	38.31	107.73	44.00	-	16.00	-	16.00	-	7.50	88.00	8	44	3
th	27	361.93	71.84	521.00	-	48.00	65.00	160.00	-	-	-	144	48	2
fri	28	376.02	946.05	803.00	-	588.05	65.00	-	-	2.30	6,868.00	2371	59	1
sat	29	918.98	1,477.57	1,094.00	-	713.25	335.00	-	-	4.80	15,096.00	3901	61	2
sun	30	79.78	194.65	800.00	-	121.07	120.00	-	-	0.04	-	179	45	2
mon	31	64.65	-	1,395.00	-	37.98	445.00	-	-	-	-	236	52	2
Total		\$11,267.02	\$ 17,310.18	\$ 35,572.50	\$ -	\$ 9,084.71	\$ 6,105.00	\$ 2,261.00	\$ 357.62	\$ 45.21	\$ 67,990.00	28,854	58	

Weather Key: 1 = Sunny 2 = Overcast 3 = Rain 4 = Snow

Vending Consists: Stroller, Animal Feed, Giraffe, Pepsi, Carousel, Train, Penny Press, Hurricane Simulator, Footsie Wootsie, Telesc

**NEW ZOO
GIFT SHOP, MAYAN
ZOO PASS REVENUE
2016 REPORT
2014, 2015 2016**

					2014	2015	2016
					PER	PER	PER
Paws & Claws	2014	2015	2016	(-)/(+)	CAP	CAP	CAP
Gift Shop	2014	2015	2016	(-)/(+)	CAP	CAP	CAP
January	\$ 557.40	\$ 1,149.47	\$ 1,857.44	\$ 707.97	\$1.26	0.8714708	1.5943691
February	\$ 669.96	\$ 1,157.14	\$ 3,838.13	\$ 2,680.99	\$1.25	2.0516667	1.32623704
March	\$ 4,715.11	\$ 8,770.88	\$ 11,371.54	\$ 2,600.66	\$0.96	1.0567325	1.2411635
April	\$ 10,948.35	\$ 26,629.51	\$ 20,838.16	\$ (5,791.35)	\$0.82	1.2503291	1.32104476
May	\$ 37,175.92	\$ 48,037.15	\$ 48,794.55	\$ 757.40	\$0.92	1.4580571	1.3532615
June	\$ 44,177.86	\$ 49,886.85	\$ 51,844.84	\$ 1,957.99	\$1.01	1.2315308	1.42130219
July	\$ 50,198.70	\$ 51,691.83	\$ 49,728.92	\$ (1,962.91)	\$1.03	1.308919	1.35878791
August	\$ 45,949.76	\$ 55,120.22	\$ 44,739.84	\$ (10,380.38)	\$0.99	1.3259615	1.27627557
September	\$ 11,962.04	\$ 17,149.37	\$ 12,417.17	\$ (4,732.20)	\$0.73	93%	0.78307183
October	\$ 8,872.02	\$ 8,191.75	\$ 11,267.02	\$ 3,075.27	\$0.38	0.3378877	0.38913518
November	\$ 1,398.38	1724			\$0.92	0.5344265	
December	\$ 2,611.88	\$ 1,061.37			\$1.47	0.6247028	
TOTAL	\$ 219,237.38	\$ 270,569.60	\$ 256,697.61	\$ (11,086.56)	\$ 0.91	\$1.12	1.17754978

					2014	2015	2016
					PER	PER	PER
Mayan	2014	2015	2016	(-)/(+)	CAP	CAP	CAP
Taste of Tropic	2014	2015	2016	(-)/(+)	CAP	CAP	CAP
January	\$ 698.79	\$ 1,329.18	\$ 1,366.12	\$ 36.94	\$1.58	1.007718	1.17263519
February	\$ 934.03	\$ 800.69	\$ 2,733.39	\$ 1,932.70	\$1.74	1.4196631	0.94450242
March	\$ 5,601.97	\$ 8,290.85	\$ 9,870.27	\$ 1,579.42	\$1.14	0.9988976	1.07730517
April	\$ 12,402.26	\$ 28,478.23	\$ 17,327.48	\$ (11,150.75)	\$0.92	1.3371317	1.09848358
May	\$ 47,658.53	\$ 42,452.78	\$ 44,408.57	\$ 1,955.79	\$1.18	1.2885564	1.23162132
June	\$ 55,471.02	\$ 54,604.30	\$ 44,950.45	\$ (9,653.85)	\$1.26	1.3479881	1.23229569
July	\$ 65,770.40	\$ 58,923.33	\$ 48,927.33	\$ (9,996.00)	\$1.50	1.4920321	1.33688535
August	\$ 56,141.00	\$ 54,586.88	\$ 47,329.16	\$ (7,257.72)	\$1.21	1.3131316	1.35014007
September	\$ 21,067.21	\$ 23,541.45	\$ 20,001.01	\$ (3,540.44)	\$1.28	1.2759593	1.26133632
October	\$ 20,106.38	\$ 16,667.26	\$ 17,310.18	\$ 642.92	\$0.86	0.6874798	0.59785107
November	\$ 1,510.15	\$ 3,041.49			\$0.99	0.9428053	
December	\$ 2,054.59	\$ 1,480.94			\$1.16	0.8716539	
TOTAL	\$ 289,416.33	\$ 294,197.38	\$ 254,223.96	\$ (35,450.99)	\$1.22	1.2593203	1.1662024

ZOO PASS						
MONTH	2014	2015	2016	(-)/(+)		
January	\$ 881.00	\$ 1,988.00	\$ 2,890.00	\$ 902.00		
February	\$ 2,302.00	\$ 2,320.00	\$ 3,640.00	\$ 1,320.00		
March	\$ 12,801.00	\$ 15,290.00	\$ 16,045.00	\$ 755.00		
April	\$ 21,763.00	\$ 30,070.00	\$ 26,280.00	\$ (3,790.00)		
May	\$ 33,474.00	\$ 25,259.00	\$ 29,275.00	\$ 4,016.00		
June	\$ 26,236.00	\$ 26,080.00	\$ 19,991.00	\$ (6,089.00)		
July	\$ 15,973.00	\$ 15,858.00	\$ 17,110.00	\$ 1,252.00		
August	\$ 11,142.00	\$ 9,851.00	\$ 11,115.00	\$ 1,264.00		
September	\$ 5,512.00	\$ 5,228.00	\$ 6,305.00	\$ 1,077.00		
October	\$ 3,007.00	\$ 3,630.00	\$ 6,105.00	\$ 2,475.00		
November	\$ 1,985.00	\$ 5,730.00				
December	\$ 16,351.00	\$ 14,950.00				
TOTAL	\$ 151,427.00	\$ 156,254.00	\$ 138,756.00	\$ 3,182.00		

NEW ZOO
ADMISSIONS REVENUE ATTENDANCE
2015 REPORT
2013, 2014 2015

ATTENDANCE

MONTH	2014	2015	2016
January	442	1319	1165
February	537	564.00	2894
March	4,910	8300.00	9162
April	13,425	21298.00	15774
May	40,506	32946.00	36,057
June	43,858	40508.00	36,477
July	48,534	39,492	36,598
August	46,458	41570.00	35,055
September	16,459	18450.00	15857
October	23,299	24244.00	28954
November	1,521	3226.00	
December	1,777	1699.00	
TOTAL	241,726	233616.00	217,993

ADMISSION & DONATIONS

MONTH	2014		2015		2016		2016		2015		2014	
	ADMISSIONS	DONATION	ADMISSIONS	DONATION	ADMISSIONS	DONATION	Bin	Bin	(-)/(+)	PER	CAP	PER
January	896.00	127.62	2,312.00	-	2,366	-	0	54.00	\$2.03	1.7528	2.030901	
February	1,112.00	3.00	1,124.00	-	4,897	-	40.95	3773.00	\$2.07	1.9929	1.692122	
March	16,242.50	30.36	27,856.00		26,807.50		0	(1048.50)	\$3.31	3.35614	2.925944	
April	41,931.50	-	84,316.50	166.91	61,616.50		263.75	22,700.00	\$3.12	3.95689	3.906206	
May	181,412.00	615.29	150,906.00	659.86	158,909.50		0	8,003.50	\$4.48	4.5804	4.407175	
June	201,002.10	510.02	187,551.00	183.92	171,481.78		365.05	16,069.22	\$4.58	4.63	4.701093	
July	232,705.50	948.94	187,816.50	156.76	177,410.50		56	10,406.00	\$4.79	4.7558	4.847546	
August	210,093.00	1,572.95	171,866.00	40.00	156,114.50		0	(15751.50)	\$4.52	4.1344	4.453416	
September	71,385.50	-	99,668.00		71,414			(28254.00)	\$4.34	5.4021	4.503626	
October	101,361.50	799.73	106,198.00	231.05	103,562			(2636.00)	\$4.35	4.3804	3.576777	
November	6,484.50	177.86	10,791.00	261.00					\$4.26	3.345		
December	5,776.00	-	5,861.50	219.42					\$3.25	3.45		
TOTAL	\$1,070,402.10	\$4,785.77	\$1,036,266.50	\$1,918.92	934579.28	725.75		(85034.72)	\$4.43	4.4358	4.287199	

12

Animal Collection Report

October 2016

October has been a busy month for animal transfers at the NEW Zoo. Although the entire staff is very busy with Zoo Boo (our biggest fund raiser of the year), autumn is often the best season for moving animals. We frequently work with other AZA zoos throughout the country and need to avoid both very warm temperatures and very cold temps during animal shipments. For example: Floyd, a young cotton-top tamarin traveled via air to the Phoenix Zoo this month. Airline temperature restrictions require that the temperature at both airports be within the limits for a 24 hr. period. That meant we had to find a day that Phoenix daytime temps did not reach 90 F and Green Bay temps did not fall below freezing at night. Turns out that there is a very narrow window of time when those conditions can be met! Fortunately, it worked out and Floyd arrived safely at his new home where he will soon meet his intended. If all goes well, he and his mate will be raising babies together next year.

Other recent animal transfers include:

The arrival of 2 male pintail ducks from the Red River Zoo in Fargo, ND. Once they finish their quarantine period, they will join the flock in the North American Aviary.

The arrival of a female blue duiker from the Virginia Zoo in Norfolk, VA. Spriggy has a breeding recommendation with our resident male Rocco. Although duikers look very much like tiny, tiny deer, they are actually more closely related to cattle. Blue duikers are the smallest of all the duiker species. They typically weigh between 7 and 16 lbs and are about the size of a large cat. They get their name from the blueish grey coloration of some individuals. Spriggy is an experienced mother and we are hopeful that she will convince Rocco to help her produce another calf.

The NEW Zoo "swapped" African penguins with the Racine Zoo in October. Two of our females are particularly valuable to the captive population of this critically endangered species. Two of the males in the Racine flock are very good genetic matches for these two girls. The Species Survival Program for the species recommended that we get these birds together. We took two of our better represented (from a genetic standpoint) males to Racine and brought the two "important" males back home. In this instance we are able to allow the girls to choose which of the new guys they prefer. The AZA has conducted quite a bit of research on the importance of mate choice. In general, we try to enrich animals' lives by giving them as much opportunity to make choices as we can.

Finally, Finnegan the moose who was born here at the NEW Zoo eight years ago, returned home in late September. He had spent most of his life at the Milwaukee Zoo. About a month after his arrival here, Finnegan died unexpectedly. He appeared to have died peacefully in his favorite resting spot in his exhibit. He had adjusted well and had been eating and behaving normally. Prior to his death, he had shown no signs of distress or acute illness. Finnegan had never been a robust animal and despite excellent extensive veterinary care at the Milwaukee Zoo for chronic dental and respiratory issues, he was underweight for most of his adult life. His chronic health problems were probably responsible for his poor body condition, undersized antlers and eventual death. A necropsy was performed and we are awaiting laboratory tests to see if there were any additional factors that may have contributed to his death. Although his return to the NEW Zoo was brief, perhaps it is fitting that he spent his last month back home.



NEW Zoo & Adventure Park EDUCATION & VOLUNTEER DEPARTMENTS REPORT SEPT 2016

Volunteer Hours

2016	Opportunity	2015
-	Education	1
191.75	Giraffe Stand	170.75
107.75	Horticulture	55
42.25	Husbandry	78.5
25.25	Office Help	30.75
192.5	Special Events	169.5
71	Special Projects	120.5
6.25	Visitor Center	26.25
2.5	Zoo Watch	1
639.25	Total Hours	653.25

Internship Hours

5 Education/Husbandry Interns (vs 11 total interns in Sept 2015)

Total Hours = 204.00 hours versus 374.25 hours in 2015

Off-Site Programs (Zoomobiles)

3 Meet & Greet programs 2 Zoo Class-style programs 1 Birthday Party program

Total of \$1,130 versus \$200 in 2015

Approximately 305 people educated/reached

On-Site Programs

4 Badge in a Day programs 4 Wild Encounter programs 1 Zoo Class 1 Zoo Snooze Program

Total of \$1,654 versus ~\$850 in 2015

Approximately 143 people educated/reached

Birthday Parties

7 Birthday Parties Hosted

Total of \$2,073 (EDU Dept not responsible for Bdays in 2015)

Approximately 185 people educated/reached

Things to Note...

- 🏠 Preparations & Decorating for North Shore Bank Zoo Boo underway
 - Groups of adult volunteers came to assist with decorations, from Associated Bank and Festival Foods
- 🏠 Began utilizing ONLINE TRAINING for new volunteers! Also using current Volunteers to assist with on-site Orientation Sessions for newly recruited volunteers, after they complete their Online Training Sessions
- 🏠 Received summary results for the 2015 AZA zoo volunteer surveys. See next page for details!

Breakdown by Institutional Budget – AZA Survey Results

When the NEW Zoo is compared to other AZA zoo's with a similarly-sized budget:

- Average# paid staff: 1.2 FTE (up from 1.1 FTE in 2014)
- Average budget (excluding salaries): \$1,334 (WAY down from \$9,307 in 2014)
- Average # volunteers: 211 (down from 304 in 2014)
- Ratio paid admin staff to volunteer: 1 FTE to 175 volunteer (1 FTE to 276 vol in 2014)
- Average # hours contributed in 2015: *8,584 (down from 13,771 in 2014) *excluding the hours from Santa Fe College Teaching Zoo
- On average, each volunteer hour cost: 16 cents (down from 68 cents in 2014)
- The most productive institutions in terms of hours received:
 - Santa Fe College Teaching Zoo: 188,240
 - Museum of Science (Boston): 47,850
 - Northeastern Wisconsin (NEW) Zoo & Adventure Park: 17,000
- The most productive volunteers were at the Santa Fe College Teaching Zoo.
 - Each volunteer contributed 986 hours on average in 2015.
 - The NEW Zoo & Adventure Park had the most volunteers in 2015: 800

OVERALL AZA VOLUNTEER IMPACT

Estimated total number of volunteers involved at AZA institutions in 2015:

- Over 164,000 volunteers! (up from 154,000 in 2014. 163,000 in 2013)

Estimated total number of volunteer service hours provided to AZA institutions in 2015:

- Nearly 8.5 Million Hours (up from 8.3 million in 2014. 8.8 mil in 2013)

Estimated cost to AZA institutions for volunteer programs in 2015 (excluding administrative salaries):

- \$5.7 million (down from \$5.8 million in 2014. \$5.5 million in 2013)

Estimated in-kind value of volunteer service for AZA institutions in 2014 (\$23.56 per hour according to the Independent Sector):

- Over \$200 Million! (\$192 million in 2014. \$198 million in 2013)

All this is accomplished by an estimated 447 FTEs of paid administrative staff. (422 in 2014... there are 6% MORE OF US!)

Each dollar spent on volunteer programming at AZA institutions provides a \$35 return on that investment! (up from \$33 in 2014. \$36 in 2013)

Each volunteer hour in 2015 cost 67 cents (down from 70 cents, 2014. 63 cents 2013)

1.2

NEW Zoo Maintenance Report

October 2016

- Took down old fence around from snow leopard to monkey and replaced with chain link fence.
- Modified the lion hut drop gate to allow for the squeeze cage to fit under it.
- Installed and plumbed a new pool in the winter holding for the alligator.
- Changed the swing direction of the door in the gator winter holding pen.
- Welded support beams on the fire tower per the engineer's suggestion.
- Set up for the zoo boo event and covered the event and parking throughout.
- Made mechanical repairs to the washer in the Mayan.
- Rewired the trailer light hook up on the zoo truck.
- Picked up candy and pumpkins for the zoo boo event.
- Built a ramp for gator access into the raised pool.
- Raked leaves throughout the zoo and blow paths daily.
- Snaked the drains in the aviary.
- Practiced the EAP fire drill with police, fire and public works.
- Dug out a grave for the moose.
- Replaced several fence panels in the elk yard.
- Repaired the yellow truck windshield wiper motor.
- Ran a new cable for the lynx drop gate.
- Changed light bulbs with the high lift in the giraffe barn.
- Completed monthly preventative work orders.

Brown County
Library
Budget Status Report
9/30/2016

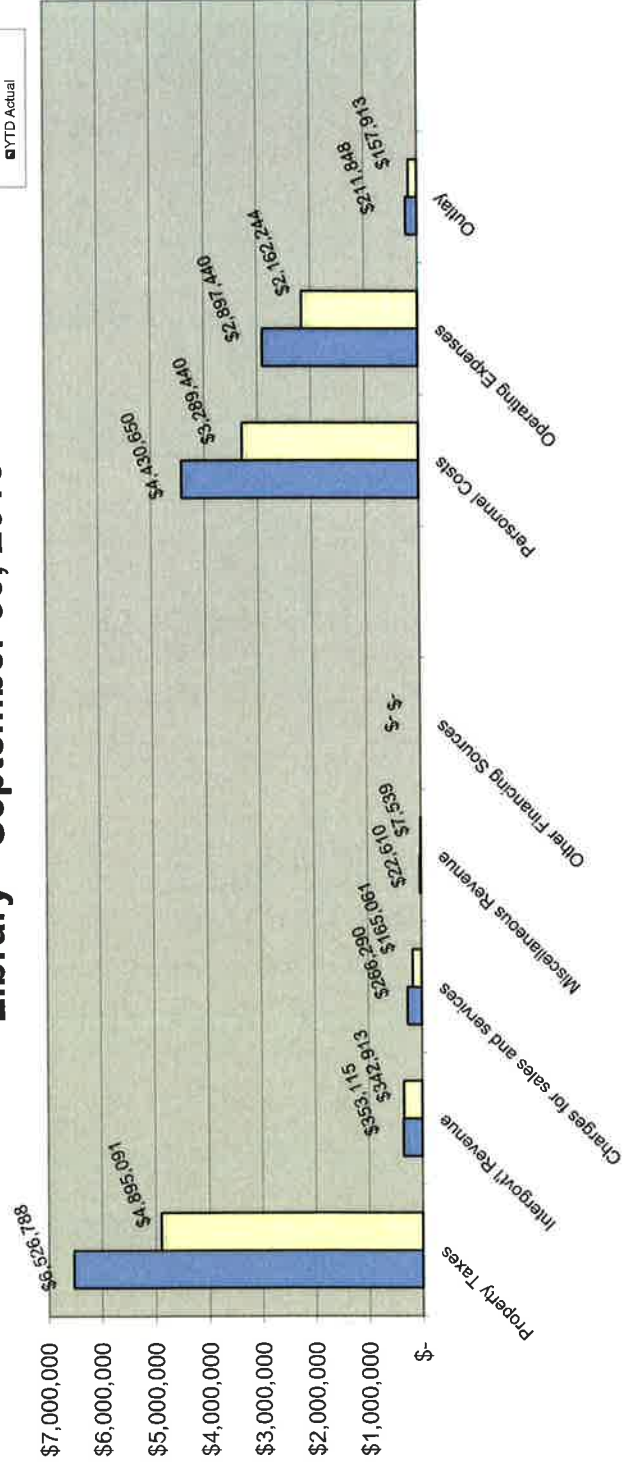
	Annual Budget	YTD Actual
Property Taxes	\$ 6,526,788	\$ 4,895,091
Intergov't'l Revenue	\$ 353,115	\$ 342,913
Charges for sales and services	\$ 266,290	\$ 165,061
Miscellaneous Revenue	\$ 22,610	\$ 7,539
Other Financing Sources	\$ -	\$ -
Personnel Costs	\$ 4,430,650	\$ 3,289,440
Operating Expenses	\$ 2,897,440	\$ 2,162,244
Outlay	\$ 211,848	\$ 157,913

HIGHLIGHTS:

Revenues: Fines and fees revenue is under budget.

Expenses: A transfer in was completed at 2015 year-end for furniture replacement in the amount of \$300,963. The furniture replacement will be completed this year. Turnover reduction savings is not being met. One contributing factor is payouts from retirements.

Library - September 30, 2016



Banked Sick Leave Payouts Since 2013

Year	Employee	Job Title	Hours	Hourly Wage	Total payout
<u>2016</u>					
	6035 Loehlein	Library Service Associate	744.94	19.01	\$6,844
	9563 Hayes	Library Service Associate	621.09	20.63	\$6,407
<u>2015</u>					
	6052 Maki	Children's Librarian	54.75	22.9664	\$629
	8876 Stuart	Library Service Associate	761.75	19.6350	\$6,627
<u>2014</u>					
	9147 Mead	Children's Librarian	514.75	22.7390	\$5,852
	5490 Franke	Library Service Associate	356.25	17.9585	\$3,199
	6011 Crowder	Library Supervisor	502.5	26.5000	\$6,658
	6043 Jacqmin	Reference Librarian	538.31	23.1369	\$6,227
	6055 Below	Library Supervisor	884	26.5000	\$9,540
	5266 Peters	Technical Services Clerk	46.61	10.5187	\$245
<u>2013</u>					
	730 Rothe	Library Service Associate	627.25	19.6350	\$6,158
	7420 Graf	Technical Services Clerk	52.9	10.5187	\$278
	8101 Damro	Library Service Associate	337.5	17.9585	\$3,030
	11824 Daley	Library Service Assistant	72.4	10.5187	\$381
Total					\$62,075

Library Employee Banked Sick Leave and Banked Vacation Liabilities without accompanying Assets

In 2013 the County Board confirmed, by resolution (see attached), that the Library controlled its own staffing and all financial attributes therein. In fact, WI State Statute Ch. 43.58 affirms that these decision making powers reside with the library board, and yet the county is required to act as the fiscal agent holding segregated funds and paying bills including payroll and benefits for the library. The county payroll and finance departments rightly ensure the benefits library employees receive, including banked paid time off, are reconciled with assets to match the liabilities.

In 2002, sick leave was eliminated, but employees hired before Dec. 7, 2001 were allowed to bank their accrued sick leave. They can use it up gradually, or they will get a payout upon leaving employment. Additionally, employees are allowed to carry over vacation from one year to the next. Banked vacation also has assets saved to balance the liability; in the event an employee leaves, these benefits are owed them.

Unfortunately, the assets that are set aside to reconcile these banked leave benefits have not followed the liabilities the library assumed after the resolution. The county retains these funds as they were not spent as people retired or left employment. Therefore since 2013, the library has paid these liabilities out of its operating budget totaling \$62,075 for sick leave alone. (See the spreadsheet attached).

The previous practice was that when a library employee retired or left employment, the county would transfer the asset it held, to the library budget, to pay out the paid leave benefit liability. That practice ended in 2013.

While the liability for each employee changes as they use their banked sick leave and banked vacation, as of 11/7/2016, due to an aging and seasoned workforce, the library still has \$76,544 in banked sick leave liability, and the county holds the corresponding assets. However, when payouts are needed, the assets remain in county coffers, and the library pays out these earned employee benefits from library operating funds. We assume this was not intentional, but it does look bad. It looks like the County is extorting or embezzling money on the backs of its employees. This isn't just money, these are earned benefits that follow the employee. So regardless who takes responsibility for the employee (the County or the Library) the benefit earned must follow the employee.

The Finance Director and Library agree this situation needs to be fixed. Because the resolution doesn't have direction to the Finance Director, he doesn't feel comfortable taking action until he has direction from the County Board.

To rectify this, I propose action by the County Board be taken so that the former practice of transferring the assets at the time of payout to the library fund to pay the benefit liability earned by the library employee, be reinstated by County Finance and Payroll. Additionally, I propose the payments the library made out of its operating budgets since 2013 be repaid to the library fund, totally \$62,075, by the County Finance Department transferring the equivalent from the assets set aside for those liabilities.

No. 10e -- **RESOLUTION RECOGNIZING LIBRARY BOARD AUTONOMY**

TO THE HONORABLE CHAIRMAN AND MEMBERS OF THE
BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

WHEREAS, pursuant to Section 3.09 of the Brown County Code, the Brown County Board of Supervisors did create a Brown County Library Board under the authority granted in Wis. Stats. § 43.57; and,

WHEREAS, the Brown County Library Board is vested with the powers and duties as set forth in Wis. Stats. § 43.58; and,

WHEREAS, under the statutory authority granted to the Brown County Library Board, it is vested with the exclusive authority to supervise the administration of the public library; to approve all expenditures of the public library; to appoint a librarian and such other employees of the public library; to prescribe the duties and compensation of all employees of the library; and such other powers and duties as enumerated under the State Statutes; and,

WHEREAS, since the establishment of the Brown County Library Board in May, 1967, the employees of the library have been Brown County employees; and,

WHEREAS, the employees of the Brown County Library did, thereafter, establish municipal employee unions and thereafter negotiated with Brown County regarding wages, hours and conditions of employment; and,

WHEREAS, all Brown County Library employees having been subject to the personnel rules and procedures of Brown County; and,

WHEREAS, the Brown County Library Board is desirous of exercising their statutory authority to supervise the administration of the public library; to establish the wages, hours and conditions of employment of the library employees; to prescribe duties and establish policies and procedures governing library employees; and to exercise its exclusive authority for the control of expenditures of all monies collected, donated or appropriated for the Brown County Library; and,

WHEREAS, it being in the mutual interest of Brown County and the Brown County Library Board to transition toward the autonomy allowed by State Statute for the operation of the Brown County Library by the Brown County Library Board.

NOW, THEREFORE, BE IT RESOLVED, that commencing on January 1, 2013, all employees of Brown County who are employees of the Brown County Library shall be considered under the authority of the Brown County Library Board; and

BE IT FURTHER RESOLVED, that all employees of Brown County on December 31, 2012, who are employees of the Brown County Library shall be offered comparable employment by the Brown County Library Board and thereafter, the Brown County Library Board shall exercise full and exclusive authority over the policies and procedures governing such employees; and the Brown County Library Board shall assume full fiscal responsibility for any

accrued benefits including, but not limited to, the accumulation of sick leave that accrued for such employees while the said employees were under the authority of Brown County.

Respectfully submitted,
EXECUTIVE COMMITTEE

Final Draft Approved by Corporation Counsel.

Fiscal Impact:

PLEASE NOTE: ATTACHMENTS TO RESOLUTION #10e ARE ON FILE IN THE BROWN COUNTY CLERK'S OFFICE.

A motion was made by Supervisor Sieber and seconded by Supervisor Carpenter **"to adopt"**.

Following discussion, a motion was made by Supervisor Zima and seconded by Supervisor Haefs **"to receive and place on file"**.

After further discussion, a motion by substitution was made by Supervisor Robinson and seconded by Supervisor La Violette **"to refer back to Corporation Counsel"**.

Following discussion on referral, Supervisor Robinson withdrew his motion to refer and Supervisor La Violette withdrew her second.

Vote taken on Supervisor Zima's motion **"to receive and place on file"**. Vote taken. Roll Call #10e(1):

Ayes: Hopp, Haefs, Zima, Evans, Vander Leest, Dantine, Kaster, Van Dyck, Clancy

Nays: Sieber, De Wane, Nicholson, Hoyer, Erickson, Buckley, Landwehr, La Violette, Williams, Robinson, Moynihan, Steffen, Carpenter, Lund, Fewell

Excused: Wetzel

Resigned: Schuller

Total Ayes: 9 Total Nays: 15 Excused: 1 Resigned: 1

Motion defeated to receive and place on file.

Vote taken on Supervisor Sieber's original motion **"to adopt"**. Vote taken. Roll Call #10e(2):

Ayes: Sieber, De Wane, Nicholson, Hoyer, Haefs, Erickson, Buckley, Landwehr, Kaster, Van Dyck, Robinson, Clancy, Moynihan, Steffen, Carpenter, Lund, Fewell

Nays: Hopp, Zima, Evans, Vander Leest, Dantine, La Violette, Williams

Excused: Wetzel

Resigned: Schuller

Total Ayes: 17 Total Nays: 7 Excused: 1 Resigned: 1

Motion carried to adopt.

Approved by: \s\ Troy Streckenbach, County Executive

Date: 8/20/2012



Brown County Library Report September, 2016

Library Mission:

Brown County Library provides trusted information and resources to connect people, ideas, and community.

Strategic Priorities

Enhance Education for Children	Support Economic Development	Provide a Third Place to Engage Community	Foster Cultural & Diversity Awareness	Management Goal
--------------------------------	------------------------------	---	---------------------------------------	-----------------

County-Wide Successes

An all staff in-service day, sponsored by NFLS, featured Sally Ijams, Head of Knowledge and Learning Services, Darien Library in Darien, CT. Her program was titled, "Internal Hospitality: How Staff Members Treat One Another." Often, the focus is on external customer service and internal customer service is overlooked. Her session explored how we work with each other when there is conflict and looked at ways we hold ourselves and others accountable to maintain a respectful and supportive workplace. Additionally, staff from BC Human Services presented on the Economic Support and Behavioral Health services they provide to the community.



Several locations planned special events to celebrate Hispanic Heritage month including Salsa and Cha-Cha dance performance and instructional classes, bi-lingual storytimes and book discussion; and fresh salsa making with ingredients from the Celcom Children's Edible Garden.

Several locations collaborated to be a part of a system-wide Pokémon Go event. It was met with great enthusiasm.

Annual performance plans are being conducted for all staff.

Staff from several locations went on a Milwaukee Area bus tour, sponsored by NFLS, to visit other libraries. They brought back new information and ideas.

Monster Jam storyline tied in with ticket give away for Monster Jam show, tickets donated by the show promoter.

Central Library Successes



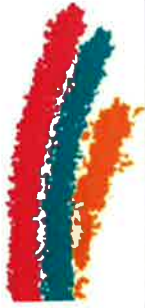
The library enhanced their relationship with the Green Bay Press-Gazette by partnering with the GB-PG Insider to host an exclusive showing of Cheeseheads: The Documentary which presents an idea that is universal and has more to do with relating to the similarities between ourselves and others as human beings than it does our differences. It's about the coming together, the expression of who we are, and about finding a common cause to unite over, especially if it involves the almighty Green Bay Packers (or any team you may love).

The first four programs of the 28th Annual Local History Series featured the following programs: Forces of Change: Events that led to the Creation of the Green Bay Fire Department with Lt. David Siegel; African Americans in 19th Century Northeast Wisconsin with Professor Victoria Tashjian; The Million Dollar Historical Organization – the Earned Legacy of the Green Bay & De Pere Antiquarian Society with Carol Jones; and Once in a Great City: A Detroit Story with Pulitzer Prize-winning author David Maraniss. Attendance totaled over 300 for these programs.

The "Throwback Thursday," Facebook posts are gaining popularity. This month featured Mednikows Grocery - 2300 views; Webster Ave

X		X	X	X
X		X		
				X
				X
X				
		X	X	
			X	
			X	

15



Brown County Library Report September, 2016

Library Mission:

Brown County Library provides trusted information and resources to connect people, ideas, and community.

Strategic Priorities

Enhance Education for Children	Support Economic Development	Provide a Third Place to Engage Community	Foster Cultural & Diversity Awareness	Management Goal
Bridge - 1000 views; Green Bay/Orpheum Theater - 1700 views; Joy Statue Johannes Park - 1500 views; and McCartney School - 1300 views.				
Local History staff presented at a Lunch Lecture program at Heritage Hill.			X	
Staff represented the library at the UWGB Community Fair.	X			X
Reference staff was part of an interview with NBC 26 story on ACT/SAT testing.				X
This summer, Master Gardeners/interns created a beautiful, bountiful environment in our Celcom Children's Edible Garden. This space not only was the site of numerous educational programs and events over the summer, it has become a fitting site for a new learning game staff is developing with Proto -- a "life size" game inspired by Candy Land (but healthier). The first sections of the game debuted on Sunday, September 18, at our Pumpkin Land Party: An Edible Garden Celebration. The event was attended by 130 kids and adults.	X	X		
A short video (link below) was created to give a better idea of what we are trying to accomplish with our Pumpkin Land game. We will be working over the winter to expand and improve on what we've created so far, for next summer, adding more content/activities related to STEM, literacy, and healthy foods. https://animoto.com/play/4OdZLMHd8Mfa6zic4tZ02Q	X	X		
A new Garden & Nutrition Education Intern, Caitlin Baillet, started her work at the Central Library, in a position developed in collaboration with the UWGB Nutritional Science program. She is developing educational material that will combine nutrition, STEM, literacy and edible garden concepts.	X			
A new round of "Cardboard Green Bay" participants was launched with Proto, including an informational meeting on September 13.	X	X		
Children's Supervisor presented storytelling at the Wildlife Sanctuary for the Kids Autumn Adventure, a huge annual event sponsored by the Green Bay Thursday Breakfast Optimist Club.	X			
Ashwaubenon Branch Successes A patron who works at a school program for children who do not have a good home life. She said that recently they asked the kids to draw a		X		





Brown County Library Report September, 2016

Library Mission:

Brown County Library provides trusted information and resources to connect people, ideas, and community.

Strategic Priorities

Enhance Education for Children	Support Economic Development	Provide a Third Place to Engage Community	Foster Cultural & Diversity Awareness	Management Goal
picture of some place that they would consider a "safe" place. An 11-year-old drew a picture of our library. She thought it was really special and actually made her aware of a service we provide. She wasn't aware that we have so many kids come to the branch after school, and how long some of them actually spend time with us on a daily basis.				
		X		
	X			
The branch had 35 people enter a drawing to win prizes for Customer Appreciation Day.				
	X			
Over 50 people attended the Kids on the Move program.				
The after school programs offered since school started have been doing very well. Kids and teens are also utilizing our passive programming resources such as board games. Many are checking out the laptops and using them in the teen area. Laptop use has risen as a result of the change in policy and creating a space for this in the teen area.				
The new landscaping looks very nice. We have gotten several comments from patrons about how good it looks.				
		X		
Branch Supervisor did two presentations for tutors and students at Literacy Green Bay about the library website and its resources. Tutors were surprised and enthusiastic about all we have available to customers online.				
	X			
Denmark Branch Successes A meeting between the Brown County Library Staff and School Staff members was held at the start of the school year help keep everyone informed and to ensure a continued cooperative working environment.				
				X
A schedule is being developed to accommodate the ECC. This will allow several groups of 4K students to come to the library, attend a story time, and check out books.				
	X			
East Branch Successes Branch Supervisor and the Brown County Library were featured in the Management Women newsletter Business Briefcase section. This is a space for members to highlight their businesses while blending a seasonal or educational aspect. Library services and databases that would appeal to women in management were highlighted.				
Kress Family Branch Successes Staff has been planning the reader and author fair that will be hosted by the Central Library in November. The keynote speaker is NY Times best-selling author, Michael Perry.				
	X	X		X
		X		



Brown County Library Report September, 2016

Strategic Priorities

Library Mission: <i>Brown County Library provides trusted information and resources to connect people, ideas, and community.</i>					Enhance Education for Children	Support Economic Development	Provide a Third Place to Engage Community	Foster Cultural & Diversity Awareness	Management Goal
---	--	--	--	--	--------------------------------	------------------------------	---	---------------------------------------	-----------------

Plans are being developed for the addition of study rooms to the branch.

Pulaski Branch Successes

A patron noticed an upcoming movie and noted how impressed she was that the library is doing more and more every year and that's it's greatly appreciated.

Southwest Branch Successes

A customer appreciation/celebrate Southwest day on September 7th to showcase the new spaces. Coffee, cookies, and balloons were served, and a slideshow of events was shown in the new meeting room. Patrons were excited to see how the new space is being used.

As part of the Pokémon Go event, the branch offered snacks, a craft, and a Pokémon figurine to the branch's 28 participants.

A one-day "Paw-ty" for Paws for Tales event was held where children could read to two Paws for Tales dogs, Guess the Famous Cartoon Dog, Pretend to be a Vet in the Play-based Vet center, make a "dog collar" (beaded necklace), and make their own balloon dog on a leash. Participants and Paws for Tales volunteers gave great feedback.

Weyers-Hilliard Branch Successes

Program highlights include: a scrapbook with maximum capacity; homeowner's education series in collaboration with the Brown County Homebuilder's Association; Great Issues discussion on human trafficking in Wisconsin; full attendance for our Team Spirit wreath program; and a growing attendance for family storytime on Monday evenings.

Wrightstown Branch Successes

Central Youth Services staff presented a "Noisy Nonsense" storytime that featured instruments and noisy fun in addition to stories and songs.

			X		
					X
			X		
X			X		
X					
X	X		X	X	
X					

Museum

**Budget Status Report (Unaudited)
NOVEMBER 17, 2016 Ed & Rec**

	Adopted Budget	YTD Actual	YTD Percentage	Comments:
Property Taxes	\$ 870,928	\$ 653,196	75.0%	
Intergov Revenue	\$ -	\$ -	#DIV/0!	
Public Charges	\$ 171,850	\$ 93,982	54.7%	
Miscellaneous/ Donation Revenue	\$ 186,875	\$ 134,986	72.2%	
Other Financing Sources	\$ 50,000	\$ 12,525	25.1%	
Personnel Costs	\$ 580,513	\$ 436,264	75.2%	
Operating Expenses	\$ 699,140	\$ 487,043	69.7%	
Outlay	\$ -	\$ -	#DIV/0!	

Comments:

Public Charges: include gate, photo sales, vending and room rental.

Other Financing: intrafund transfer for Master Planning, \$50,000 carry over to FY16

Miscellaneous Revenue: includes NPMF funds for exhibits and programs.

NPMF uses Intra-county expense Copy Center
[charge back amounts are deposited in Miscellaneous Revenue line

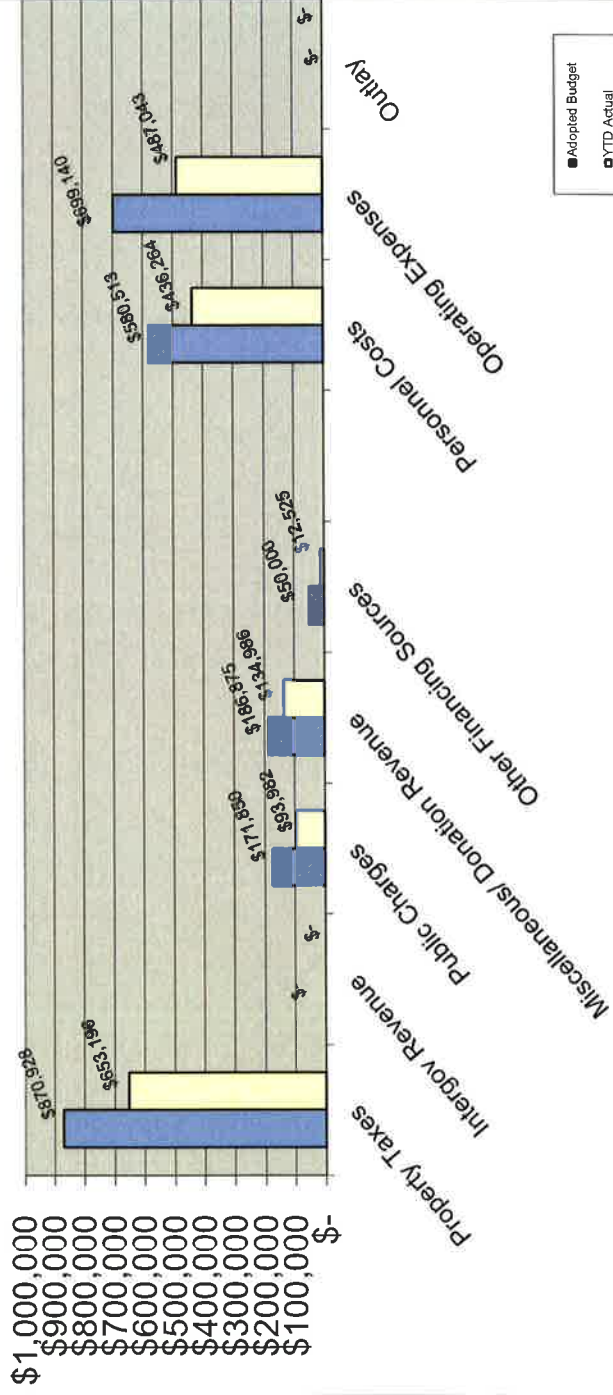
Intergov Revenue: None in 2016

Operating Expenses has a YTD encumbrance amount of \$1,905.00 for Advertising,
\$21,597.59 for security, Other Financing Sources \$31,350.00 for RFP Visitor Experience Plan

Notes:

Mezzanine Wall removal posted in May with expense \$5890

Museum - September 30, 2016



NEVILLE PUBLIC MUSEUM

OF BROWN COUNTY



BRIDGING COMMUNITIES, CONNECTING GENERATIONS
NEVILLEPUBLICMUSEUM.ORG



Neville Public Museum Director's Report

Education & Recreation Committee Brown County Board of Supervisors

Thursday, November 17, 2016

Operations:

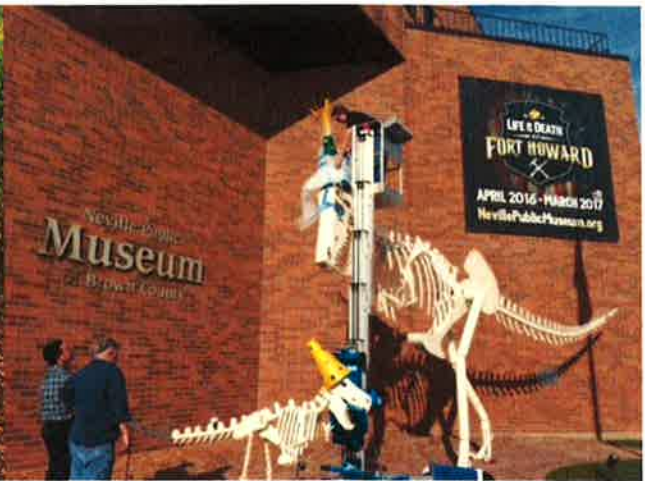
Since our last meeting we held the seventh Hard Core History program; facilitated the ninth Exhibit Exposed program; hosted the ninth Explorer Saturday of the year; participated in community outreach at the PMI Craft Beer Expo, Bellevue Trick or Treat and Brown County Library Local History Lecture Series; collaborated with the Green Bay/De Pere Antiquarians and Renco Machine Inc. (new hats for the Neville Dinosaurs) on promotion of the museum.

Most significantly the Neville Public Museum of Brown County was awarded the 2016 Greater Green Bay Convention and Visitor Bureau award for Tourism Partner of the Year.





Bellevue Trick or Treat



Renco Machine Inc. (new hats for the Dinosaurs)

Focus On Collections: The Otto Stiller Collection contains approximately 250 photographs. These photographs capture life in Green Bay from the 1880s to the 1940s. Stiller helped run the family business, Stiller & Company, which sold an extensive mix of cameras, photo supplies, musical instruments, and goldfish to the residents of Green Bay from 1912 to 1951. Stiller donated his photographs to the museum in 1971. Along with his photos, Stiller also included his own personal captions.

NevillePublicMuseum @Neville... · 3d ✓
Happy #NationalCatDay! Check out this Otto Stiller collection photo! Stiller owned a store in @DowntownGB & this cat Priscilla ran the show!

AT&T 2:29 PM

Home About Events Photos Review

Posted By Lisa Marie
Saturday at 11:50 AM · 📍

Happy National Cat Day! We're celebrating with this special album from the Otto Stiller photography collection. Stiller owned a store in **Downtown Green Bay** where this cat Priscilla ran the show. Priscilla was well known by customers and would often pose for photographs! #nationalcatday

Otto Stiller Collection
Neville Public Museum of Brown County
photos: nevillepublicmuseum.org

Digital Learning Initiative: Ashwaubenon School District Hangout Schedule 2016-2017

Sept 16: What is a Museum (will record On Air for museum's promotional use)

Oct 21: Morbid Curiosities

Nov 18: Technology through Time

Jan 27: Winter theme...something

Feb 16: Presidential artifacts

March 16: Women's history

April 21: Fur Trade

May 19: Estamos Aqui



The Neville Public Museum Governing Board : No update at this time. Next meeting will be Monday, November 14, 2016 at 4:30pm.

Museum Strategic Planning

The Leadership Team continues work on the following opportunities as part of the Neville's Strategic Planning

- Advocate for the Neville based on the strategic purpose. Seize every chance to amplify on the core message of "Bridging Communities. Connecting Generations."
- Re-orient marketing and promotions efforts around the strategic purpose of "Bridging Communities. Connecting Generations."
- Work alongside Brown County Purchasing in requesting services from a team of consultants to conduct a Visitor Experience and Architectural Exhibition Master Plan for the Neville Public Museum.
 - This scope of services will be used to determine future exhibit design, fundraising opportunities and an overall exhibition development plan.

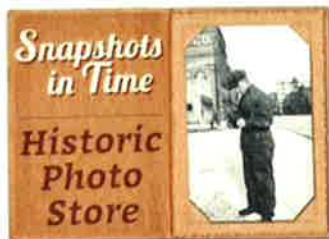
The Neville Public Museum Foundation The Neville Public Museum Foundation Board's Executive Committee met September 6th. Foundation Director Huntowski reported that she has met third quarter goals and that a Letter of Intent was approved to present a request to the Bond Family Foundation for the *Estamos Aqui* exhibit being held in 2017. Huntowski also gave an update on the December Social Event *A Night at the Museum*. Museum Director Lemke gave an update on the County budget process and an update on Triad.



Social Media Success Story of the Month

10/19/2016	Moving a ghostly tea set for tonight's event	48	40 Wednesday	10:00
	Helen Morrow is said to haunt Captain's Walk Winery	48	35 Wednesday	10:00
	Why would a Green Bay cigar company be called armless?	47	32 Wednesday	10:10
	Here's a clue! Check back for the answers tomorrow	47	31 Wednesday	10:10
	Can you guess what this necklace is made of?	47	30 Wednesday	10:10
	GB man, C. Johnson opened Armless			
20-Oct	after losing his arms in a trainwreck	40	32 Thursday	10:30
Date	Photo	Snap Views	Insta Views	Day of Week Time





Neville Public Museum Online Photo Sales <http://photos.nevillepublicmuseum.org/>

June '15	Visits 1,025	Page Views 16,353
July '15	Visits 1,742	Page Views 19,379
August '15	Visits 1,229	Page Views 20,796
September '15	Visits 653	Page Views 14,291
October '15	Visits 691	Page Views 13,147
November '15	Visits 959	Page Views 11,791
December '15	Visits 2139	Page Views 36,668
January '16	Visits 1073	Page Views 21,095
February '16	Visits 874	Page Views 18,429
March '16	Visits 1,751	Page Views 22,492
April '16	Visits 873	Page Views 13,728
May '16	Visits 858	Page Views 16,995
June '16	Visits 966	Page Views 17,128
July '16	Visits 683	Page Views 13,024
August '16	Visits 714	Page Views 13,499
September '16	Visits 844	Page Views 12,720
October '16	Visits 374	Page Views 1,748

Neville Public Museum Website 2016

January: Visits 14,939 Page Views 26,493
 February: Visits 15,778 Page Views 27,922
 March: Visits 18,316 Page Views 32,255
 April: Visits 15,077 Page Views 25,602
 May: Visits 14,728 Page Views 23,462
 June: Visits 16,666 Page Views 25,957
 July: Visits 17,233 Page Views 29,121
 August: Visits 18,268 Page Views 29,333
 September: Visits 15,763 Page Views 23,296
 October: Visits 17,012 Page Views 26,551

2015 total visits = 204,431 (*36% increase over 2014)

2014 total visits = 131,438 (*62% increase over 2013)



Neville Public Museum Facebook

FY 2016 *social media boost funding is being utilized and decided upon in house vs. by a firm

January reach 54,103 people engaged 2,658
 February reach 29,698 people engaged 1,693
 March reach 36,750 people engaged 2,255
 April reach 44,333 people engaged 2,143
 May reach 29,002 people engaged 2,246
 June reach 32,627 people engaged 1,575

July reach 64,661 people engaged 4,711
 August reach 42,517 people engaged 2,678
 September reach 18,112 people engaged 1,293
 October reach 32,999 people engaged 2,289

FY 2015

Total Page Likes 4,100
People Engaged 36,981
Total reach 833,877

FY 2014

Total Page Likes 2,718
People Engaged 24,712
Total reach 1,127,429 *Per the JEM grant social media funding was \$10,000 in FY 14 with spend emphasis on the Temporary Green Bay Packers Hall of Fame exhibit.

Current Temporary Exhibits



Life and Death at Fort Howard

America's victory during the War of 1812 ushered in a new era of defense, democracy and development in the Upper Great Lakes. In recognition of the 200th anniversary of the founding of Fort Howard in 1816, this exhibit focuses on the personal stories of life and death at this Fort in Green Bay. Through the display of authentic artifacts, rare maps and hands-on interactives, visitors to the exhibit will be given an inside look at the personalities of those who helped lay the foundations modern Green Bay. **(April 16, 2016 – April 9, 2017)**

The Embroiderer's Guild: Through the Needle's Eye - 20th National Exhibit

The Embroiderers' Guild of America (EGA) acknowledges the value of needlework in art and history. This traveling national exhibit is a representative selection of the best in artistic and technical works. The 20th National Exhibit features more than 70 embroidered works of the highest quality in design and craftsmanship from artists across the United States and Canada. It is through the needle's eye that EGA embraces both traditional and contemporary needlework while expanding the perception of embroidery as an art form. **(November 8, 2016 – January 7, 2017)**



Holiday Memories: Prange's Christmas Windows

The animated figures that once adorned the H.C. Prange's department store windows are featured in this exhibit along with the Enchanted Forest, the Snow Babies and charming forest animal collections. There also is a Children's Only Shop, Santa and Bruce the Spruce, the lovable talking Christmas tree who once chatted with holiday shoppers at Prange's. *Holiday Memories* is a wonderful family tradition. **(November 19, 2016 – January 15, 2017)**



**FINE ARTS
INSTITUTE**
AT EAST HIGH

EQUATE: Green Bay Public Schools Celebrating the Arts

EQUATE is an annual event of the East strand of the Green Bay Public School District. EQUATE features 5th grade vocalists from Aldo Leopold, Doty, Howe, Langlade, Nicolet, Sullivan and Webster Elementary schools; choirs, orchestra and band performances from Washington and Aldo Leopold Middle Schools and East High School. This year, the East strand is combining music and art to have a special "splash" of celebrating the arts. Following the November 22,

2016 EQUATE free and open to the public event at the KI Center the art show that all the above schools participate in representing about 300 pieces of student artwork will be on display at the Neville Public Museum. **(November 25-January 8, 2017)**

Upcoming Events

November 2016

Thursday, 11/10/16 Dinner Program – Victorian Decorating for the Holidays 5:00 p.m. – 7:00 p.m.

Tuesday, 11/15/16 Cellar Series Brewing 6-8:00pm

Wednesday, 11/16/16 Exhibits Exposed - Holiday Memories 6:00 - 7:00 p.m.

Wednesday, 11/16/16 Neville Public Museum Geology Club meeting and program 6:30 - 8:30 p.m.

Thursday, 11/17/16 Exhibit Reception – *Holiday Memories* 6:00 – 8:00 p.m.

Saturday, 11/19/2016 Holiday Parade

Friday, 11/23/16 School Day Off – Engineering is Elementary 9:00 a.m. – Noon

Tuesday, 11/29/16 Cellar Series Bottling 6-8:00pm

December 2016

Saturday, 12/3/16 Explorer Saturday - *Holiday Memories* 10:00 a.m. – 1:00 p.m.

Saturday, 12/3/16 Embroidery Workshop 1:00 – 4:00 p.m.

Tuesday, 12/6/16 Cellar Series Brewing 6-8:00pm

Wednesday 12/7/16 Neville Public Museum Astronomical Society - meeting and program Year in Review 6:30 - 8:30 p.m.

Thursday, 12/8/16 Dinner Program – The WWI Christmas Miracle 5:00 p.m. – 7:00 p.m.

Tuesday, 12/13/16 Night at the Museum 5:30 – 9:30 p.m.

Tuesday, 12/27/16 Cellar Series Bottling 6-8:00pm

Saturday, 12/31/16 US Bank Eve 3:00 – 9:30 p.m.

Neville Public Museum Attendance and Revenue Comparison

	2014		2015		2016		Atten
	Attendance	Admission Revenue	Attendance	Admission Revenue	Attendance	Admission Revenue	
January	1,825	\$4,601.00	3,847	\$ 8,068.50	2,358	\$ 6,866.50	
February	2,545	\$4,401.00	4,597	\$ 8,394.00	2,642	\$ 6,138.00	
March	3,280	\$7,959.50	3,375	\$ 6,749.00	3,828	\$ 9,645.50	
April	3,705	\$6,518.00	2,981	\$ 4,080.00	4,757	\$ 7,675.00	
May	3,517	\$6,212.00	3,275	\$ 4,777.50	3,959	\$ 5,865.00	
June	3,358	\$7,890.50	3,212	\$ 6,432.75	3,737	\$ 8,885.50	
July	3,623	\$11,645.50	2,913	\$ 6,682.00	4,092	\$ 13,177.50	
August	4,222	\$11,946.00	3,388	\$ 8,064.00	4,792	\$ 15,976.50	
September	2,881	\$6,359.50	2,251	\$ 3,778.00	2,986	\$ 5,359.00	
October	4,059	\$9,668.50	3,668	\$ 5,426.00	3,878	\$ 6,611.00	
November	5,576	\$14,606.00	4,031	\$ 7,390.00			
December	7,864	\$22,542.50	4,980	\$ 9,126.50			
TOTALS	46,455	\$114,350.00	42,518	\$78,968	37,029	\$86,200	

Neville Public Museum Attendance and Revenue October 2016

Date	Day	Admission	Guided Tours	Distance Learning	Self-Guided Tours	Facility Rental/Meeting Attendees	Event/Program Attendance	Total Attendance	Total Admission Revenue (Net)	Total Facility Rental Revenue	Waived fees for Brown County Department Meeting Room use	OUTREACH
1	Saturday	154				28		182	\$833.00			
2	Sunday	71				10		81	\$384.00	\$60.00		
3	Monday							0				
4	Tuesday	22				29		51	\$93.00		\$150.00	
5	Wednesday	230	20		51	91	81	476	\$347.00			
6	Thursday	19				91		110	\$70.00	\$82.50		225
7	Friday	30	127			11		168	\$488.50	\$45.00		
8	Saturday	78						78	\$305.50			153
9	Sunday	50						50	\$247.50			
10	Monday							0				
11	Tuesday	15				22	25	62	\$59.00		\$100.00	
12	Wednesday	11				104		115	\$66.00	\$82.50	\$60.00	
13	Thursday	70			6	19		95	\$70.00			75
14	Friday	29					55	84	\$119.00			
15	Saturday	74					30	104	\$315.00			700
16	Sunday	50						50	\$247.50			
17	Monday							0			\$60.00	
18	Tuesday	29					25	54	\$104.00			
19	Wednesday	41				21	159	221	\$138.00	\$35.00		
20	Thursday	41				34		75	\$220.50	\$110.00		
21	Friday	87		250		29		366	\$292.50		\$175.00	
22	Saturday	222					579	801	\$789.00			
23	Sunday	54						54	\$235.50			
24	Monday							0				
25	Tuesday	31			7		192	230	\$84.00			
26	Wednesday	27						27	\$109.50			
27	Thursday	63						63	\$213.50			
28	Friday	69				90		159	\$284.50	\$100.00		
29	Saturday	86						86	\$345.00			
30	Sunday	36						36	\$150.00			
31	Monday							0				
TOTAL		1,689	147	250	67	579	1,146	3,878	\$6,611.00	\$515.00	\$545.00	1153

September Total Attendance	2,841
September Outreach	600
September Grand Total Served	3,441

October Total Attendance	3,878
October Outreach	1,153
October Grand Total Served	5,031

Date	Photo	Snap Views	Insta Views	Day of Week	Time
9/21/2016	On Wednesdays we wear pink	34	34	34	
	Stop Trying to Make Fetch Happen	34	34	31	
	That's why her hair is so big, it's full of secrets	34	34	28	
	Preserved mammoth hair from Siberia-				
	Seeti it tonight at 6pm			28	
	Mammoth Galore! See your Ice Age artifacts tonight at 6pm!	34	34		
9/22/2016	Hello From the Other Side	27	27	33	
	I must've called a thousand times	27	27	27	
	To tell you I'm sorry for everything that I've done	26	26	25	
	But when I call you never seem to be home	26	26	25	
9/23/2016	Go Pack Go (Hometown Advantage)	28	28	46	
	I don't wanna work all day	28	28	37	
	I wanna bang on the drum all day	28	28	36	
9/24/2016	Lego Lambeau! 130,000 pieces	28	28	39	
	That's a lot of legos!	27	27	34	
9/25/2016	Throwback Tailgating (kid with brat)	29	29	52	
	Go Pack Go (Dog Tailgating)	28	28	40	
	Cheers! (Couple Tailgating)	28	28	36	
	Don't go chasing waterfalls (Glacial				
9/26/2016	Edge)	32	32	47	
	Please stick to the rivers and the lakes that you're used to	30	30	42	
	Thank you for choosing Magic Carpet for you travel needs	30	30	55	
9/27/2016	10,000 years will give you such a crick in the neck	30	30	47	
	Who distrubs my slumber?	30	30	42	
9/28/2016	I'll be there for you	28	28	44	

How you doin?	28	35
We were on a break!	28	33
Smelly Cat	28	32
9/29/2016 Special Delivery	32	43
What's in the box?	32	36
A rare artifact returns	31	34
Monowheel 1860s	31	35
Rider sits inside	31	34
9/30/2016 Were the weirdest herd ive ever seen	31 40s	
Manny is that you	30 40s	
Diego?!	30 40s	
10/1/2016 Green Bay Through the Decades!	30 40s	
1910s	30 40s	
1920s	30 40s	
1930s	30 40s	
1940s	30 40s	
1950s	30 40s	
1960s	30 40s	
10/2/2016 I love lamp	27	44
Im in a glass case of emotion!!	26	32
I'm kind of a big deal	26	29
10/3/2016 #flawless	30	37
All the single ladies	29	30
10/4/2016 Neville Museum on Field Trip	0	43
Henry Baird- Grand Master	-	36
Eminent Commander Saber	-	35
Square and Compass Light Bulbs	-	32
thank you to the masonic lodge	-	30
How do you throw a party in space?		
You planet!	27	-
The rotation of the earth really makes my day	27	-

What kinds of songs do they sing in space? Nep-tunes?	26	-		
10/5/2016 Some people are worth melting for	34	46		
You wanna talk about a supply and demand problem?	34		38	
I SELL ICE FOR A LIVING!	33		38	
Let it go	32	38		
Explorer Wed. Project		26		
Free night	31			
Rocket project	31			
10/6/2016 Meet Junior	37		43	
Glittered Snow Baby	37		38	
10/10/2016 Alice in Dairyland	38		31	
Tiara	38		30	Replied to Instagram Stort: pretty!
Brooch	38		30	
10/12/2016 Fossil Day	38		38 Wednesday	2:00
Trilobite	38		32 Wednesday	2:00
Dino Poop	38		32 Wednesday	2:00
Ice Age Video	38		32 Wednesday	2:05
Moving a ghostly tea set for tonight's event	48		40 Wednesday	10:00
10/19/2016 Helen Morrow is said to haunt Captain's Walk Winery	48		35 Wednesday	10:00
Why would a Green Bay cigar company be called armless?	47		32 Wednesday	10:10
Here's a clue! Check back for the answers tomorrow	47		31 Wednesday	10:10
Can you guess what this necklace is made of?	47		30 Wednesday	10:10
				Snap Chat Screen Shot
GB man, C. Johnson opened Armless				
20-Oct after losing his arms in a trainwreck	40		32 Thursday	10:30
This necklace is made of hair	40		28 Thursday	10:30
The dinos are ready for the game	38		23 Thursday	1:00

10/21/2016	Ice Age One More Week	34	Friday	2:35
	Fossile Digging	33	Friday	2:35
	Direwolves	33	Friday	2:40
	Sabertooth	32	Friday	2:40
10/25/2016	Hocus Pocus	42	40 Tuesday	11:30
	Another glorious morning... makes me sick	42	34 Tuesday	11:30
	Why was I cursed with such idiot sisters?	42	31 Tuesday	11:30
	What do you call them, max? Yabbos/boooooook	42	30 Tuesday	11:30
	I smell children	42	29 Tuesday	11:30
10/29/2016	Priscilla Cat Day	44	28 Tuesday	11:30
	Priscilla Stiller	43	Saturday	3:30
	Priscilla	42	Saturday	3:30
	O. Dickinson Portrait	41	Saturday	3:30
10/31/2016	Happy Halloween	38	32 Monday	11:15
	Dolls	38	27 Monday	11:15
	Vampire statue	38	27 Monday	11:15
	Creepy Lady (Back wall)	38	26 Monday	11:15
	mink	38	24 Monday	11:15